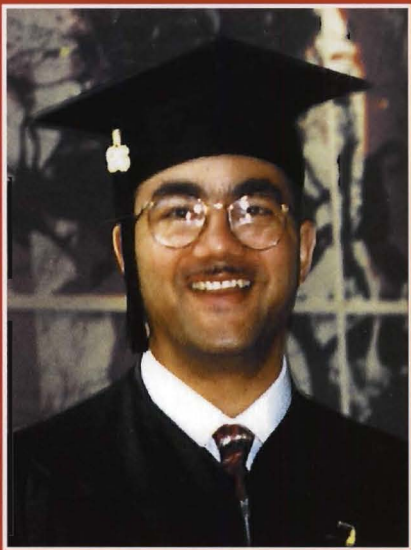


UNIVERSITY OF MARYLAND UNIVERSITY COLLEGE



EUROPEAN DIVISION
CATALOG 1996-1997

Statements of Policy

The provisions of this publication are not to be regarded as an irrevocable contract between the student and the University of Maryland University College (UMUC). Changes are made from time to time in the general regulations and academic requirements. There are established procedures for making changes, procedures which protect the institution's integrity and the individual student's interest and welfare. An alteration in a curriculum or graduation requirement is not made retroactive unless the alteration is to the student's advantage and can be accommodated within the span of years normally required for graduation.

When the actions of a student are judged by competent authority, using established procedure, to be detrimental to the interests of the University community, that person may be required to withdraw from the University.

UMUC, in all its branches, welcomes applications from prospective students and employees without regard to race, age, sex, disability, religion, national origin, sexual preference, or political affiliation.

Accreditation

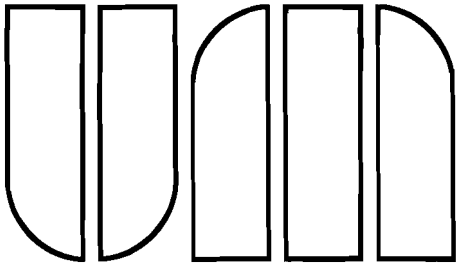
The University of Maryland University College is accredited by the Commission on Higher Education of the Middle States Association of Colleges and Schools.

The Student and This Catalog

In addition to listing the courses most frequently offered in the European Division, this catalog includes policies and procedures governing study in Maryland's European Division. The University consider students responsible for knowing the information contained herein.

UNIVERSITY OF MARYLAND UNIVERSITY COLLEGE

EUROPEAN DIVISION



Welcome to the European Division of the University of Maryland University College (UMUC). Hailed by British scholar Arnold Toynbee as "an American achievement from which the rest of the world has much to learn," the European Division has offered the resources of this leading state university to Americans overseas since 1949. The European Division's mission is to provide academic programs to members of U.S. military communities throughout the European Command. Its goal is to make those programs accessible to students who already have substantial commitments to careers and families.

Through UMUC, members of the military and civilians overseas can take individual classes for personal enrichment or pursue a program of course work leading to a certificate, associate in arts degree, bachelor's degree or master's degree. Almost 800 UMUC baccalaureate degrees and almost 1,000 associate degrees were conferred upon European Division students during the past academic year. And these figures do not include the many students who begin their education with Maryland and complete their degrees elsewhere. Because military students move frequently, many transfer their Maryland credits to other colleges and universities when they return to the United States.

While the educational setting is not a traditional one, the University's European course offerings compare in all respects to those at public institutions of higher learning in the United States. European Division courses are taught by faculty whose credentials have met standards set by the appropriate UMUC academic departments. All courses offered in the European Division carry UMUC resident credit. By proving that traditional standards of academic excellence can be maintained in a non-traditional setting, the University has won the respect of the military community and established itself as an integral part of overseas military life.



University of Maryland System

Few institutions of higher education in the United States have as rich and proud a heritage as the University of Maryland. The University was founded in 1807 at the site of the present Baltimore Campus with the establishment of the nation's fifth College of Medicine. The school soon added colleges of dentistry, pharmacy and law. A half-century later, the College Park Campus, the University's largest and one of the largest in the nation, began as the College of Agriculture. With the uniting of these campuses in 1920, the University of Maryland began its

development into one of the great public institutions of higher learning in the United States. Later, the Baltimore County Campus and the Eastern Shore Campus also became part of the system. In 1970, the importance of University College was recognized, both in the state and overseas, when it was designated a separate campus. Finally in 1988, the state legislature created the new University of Maryland System (UMS), comprising 11 degree-granting institutions and two research and service components.

University of Maryland University College

The European Division is part of University of Maryland University College (UMUC). UMUC's primary purpose is to provide educational opportunities for those who wish to attend college part time. UMUC offers courses to students throughout the State of Maryland, the District of Columbia metropolitan area, and military communities around the world. With well over 100,000 individual students, UMUC has the largest enrollment and the second largest full-time student equivalents of the 11 degree-granting institutions of the University of Maryland System. Last year, UMUC offered Maryland courses in 28 countries and territories on all seven continents. The observation made four decades ago by Gen. Lyman L. Lemnitzer that "the sun never sets on the University of Maryland" is as true today as it was then.

The University of Maryland began serving adult students in the 1920s by offering classes in the evenings. In 1947, the College of Special and Continuation Studies was established as a division of the University to administer off-campus evening classes. In 1959, the name was changed to University College to emphasize the fact that this campus draws upon the resources of

the entire University of Maryland System and makes these resources available to adult, part-time students.

UMUC programs have expanded to meet the needs of adults seeking to continue their education. In cooperation with the Department of Defense, UMUC administers two overseas programs, the European Division and the Asian Division. State-side, UMUC credit courses and programs are administered by the Office of Statewide Undergraduate Programs and by the UMUC Graduate School. University-level, non-credit training and education are offered by the Professional and Career Development Programs. An Office of Instructional Development and Evaluation develops educational programs and materials using modern technology and the most advanced methods of instructional design.

The central administrative offices of UMUC are in the Center of Adult Education in College Park, Maryland. The Center also serves as one of the largest residential conference facilities in the United States, drawing people from around the world to participate in conferences and institutes.

European Division

In 1949, the Armed Forces invited the University to offer off-duty classes for its military and civilian personnel in Europe. Classes began in October of that year at six education centers in Germany, and the program steadily expanded. Last year, the European Division offered classes at more than 100 sites in 20 countries. The administrative offices for the European Division are located in Heidelberg, Germany.

Since August 1993, graduate degree programs of two UMS institutions — University of Maryland at College Park (UMCP) and Bowie State University (BSU) — have been administered through the European Division. These programs include the Master of Education in Counseling and Personnel Services, Master of Arts in Administrative Management-Business Administration Concentration, Master of Arts in Administrative Management-Public Administration Concentration, and Master of Science in Management Information Systems. Interested

students can request information and an application for admission from the European Division Office of Graduate Programs.

A residential campus in Germany is an integral part of the European Division. Previously located in Munich and then in Augsburg, the campus is now permanently in Mannheim. This two-year, coeducational college is for dependents of U.S. military and Department of Defense employees living in Europe. Students may earn associate in arts degrees in a variety of fields, or may complete basic course requirements before transferring into a four-year program. Anyone interested in receiving a Mannheim Campus *Catalog* may write to the University of Maryland, Mannheim Campus, Unit 24560, APO AE 09183; or call DSN 380-7877/7878 or Mannheim civilian 0621-3374-0. The e-mail address for the Mannheim Campus is: admissions@admin.mc.umuc.edu

CONTENTS

WELCOME	1
University of Maryland System	European Division
University of Maryland University College	
ADMISSION	4
Student Categories	Special Admission Situations
Admission Requirements	
ENROLLMENT	6
Official Registration	Attendance
Course Load	Withdrawal
Certification of Enrollment	Resources
FINANCIAL INFORMATION	7
Fees	Financial Aid
Refunds	Correspondence Study
Student Indebtedness	Veterans' Educational Benefits
Scholarships	
SOURCES OF CREDIT	12
College/University Transfer Credit	Military and Civilian Training Credit
Credit by Examination	
TRANSFER OF CREDIT	15
RECORDS AND TRANSCRIPTS	15
Official Evaluation	Servicemembers Opportunity Colleges
Curriculum Planning Sheets	Transcripts
Contract for Degree	Name Change
ACADEMIC POLICIES AND STANDARDS	17
Resident Credit	Repeating a Course
Unit of Credit	Computation of Academic Average
Grading System	Probation and Dismissal
Change of Grade	Academic Dishonesty
DIPLOMAS AND GRADUATION	19
Diploma Application Deadlines	Official Transcript and Certificate of Completion
Graduation Review	Issuance of Diplomas
Noncompletion of Degree Requirements	Conference Course
HONORS	20
Dean's List	Honor Societies
Baccalaureate Honors	
CERTIFICATES	21
Certificate Common Requirements	Certificate Programs
DEGREES	24
General Education Requirements	Associate Degree Programs
Associate Degree Common Requirements	General Baccalaureate Requirements
	Bachelor's Degree Programs
COURSE INFORMATION	33
How Courses Are Listed	Course Descriptions
DIRECTORY	56
European Division	University College
Asian Division	University of Maryland System
FACULTY	61
APPENDIX	70
INDEX	73
ACADEMIC CALENDAR	Inside back cover

ADMISSION

Members of the U.S. Armed Forces, American employees of the U.S. Government, and their family members may enroll in the European Division of University of Maryland University College if they meet admission requirements.

An Admission and Registration Form (UMRS-001) must be completed by students enrolling for the first time with the European Division.

Student Categories

UMUC serves persons who are unable to attend college as full-time students. UMUC has developed curricula and programs which meet the needs of such students through flexible course offerings and class schedules.

Specifically, UMUC is committed to providing traditional and non-traditional continuing education opportunities. Its goal is to enhance the student's intellectual life, advance his or her career, and develop a sense of individual and community responsibility.

Consistent with these objectives, students in the European Division are classified in one of four categories: Special, Regular, Auditor, or Consortium.

Special

All qualified applicants seeking course credit are initially admitted as Special students. Special students may or may not be planning to earn a degree. Students who wish to change to Regular student status and earn a Maryland degree should refer to the next paragraph. Those wishing to continue as Special students may do so indefinitely.

Regular

Students planning to earn a UMUC degree through the European Division can change to Regular student status by:

1. Completing at least 15 semester hours with UMUC.
2. Maintaining a grade average of "C" or higher, and
3. Requesting and receiving an official evaluation.

For the Official Evaluation, the student must arrange for the submission of official transcripts of all previous college-level work. Students who have not already made these arrangements can obtain a special form (UMAA-002) for requesting transcripts at their local education centers.

Auditor

Students seeking neither credit nor grades may register as Auditors provided they meet current admission standards. To take subsequent courses for credit, an auditor must apply for admission and meet the requirements in effect at that time. Auditors pay the same fees as those taking the course(s) for credit. Once a class has begun, a student cannot change registration status from audit to credit or from credit to audit.

Consortium

Colleges and universities serving the military in Europe work together as a *consortium*. Students seeking a certificate or degree with a consortium institution can enroll in a limited

number of courses with other consortium institutions without paying an additional application fee. These courses must be (a) needed by the student to complete certificate or degree requirements and (b) unavailable from the institution at which the student is seeking to earn the certificate or degree. *Note:* UMUC extends consortium status to Community College of the Air Force students and to students with a Servicemembers Opportunity Colleges Student Agreement from a SOC college or university in the United States. SOC students must submit a copy of their SOC Student Agreement to the Maryland field representative when registering.

A consortium student who requests an Official Evaluation from the University of Maryland thereby indicates interest in earning a certificate or degree with Maryland and will be required to pay the Maryland Application Fee. The student's category will be changed from Consortium to either Special or Regular, as appropriate.

Admission Requirements

All students are initially admitted as Special students. Applicants should certify on the Admission and Registration Form (UMRS-001) that they meet the following academic requirements which apply to them:

1. Graduation from a regionally accredited or state approved high school;
2. Successful completion of the high school General Education Development tests with a total standard score of 225 (no score below 40 on any of the five tests) or with a minimum of 45 on each test.
3. If the applicant met the requirements in paragraph 1 or 2 prior to entering another college or university (including another institution of the University of Maryland System), he or she must have been in good standing (not academically dismissed) at the last college or university attended.

Students may be admitted provisionally to study with the European Division by the Director, Student Services without completion of the above requirements. The status of provisionally admitted students is reviewed after they have completed 15 semester hours with the European Division.

Special Admission Situations

High School Seniors

A high school senior may enroll in courses offered in the European Division if *all four* of the following requirements are fulfilled:

1. The student has completed at least 14 Carnegie units in major (academic) subjects.
2. The high school principal or counselor concurs in the arrangement and agrees that the credits earned in college courses will not be used to satisfy high school graduation requirements.

3. The student enrolls for no more than one three- or four-semester-hour course each eight-week term.
4. The courses in which the student enrolls are acknowledged by colleges and universities to be freshman-level courses in the arts and sciences. Admission to the University is provisional.

Bootstrap

Bootstrap is a special program which allows servicemembers on temporary duty to enroll with a university to complete degree requirements through full-time study. This study may be accomplished through the European Division at local education centers or, in some cases, at a University of Maryland System institution in the United States.

A student interested in the Bootstrap program should first check with his or her own branch of service as to eligibility. Then the student should request, in the format required by his or her branch, that an admission application be initiated by the Director, Student Services, University of Maryland, Unit 29216, APO AE 09102.

The initial request should be submitted at least *six months* prior to the student's rotation date. Because of an earlier reporting date for the Air Force office, his or her request should be initiated at least *nine months* prior to rotation.

In all cases, a Bootstrap candidate must have an Official Evaluation prior to submitting the request. A period of four to six weeks (to include the receipt of all official transcripts from the United States) should be allowed for the Official Evaluation.

Distance Education

All European Division Distance Education (DE) courses are upper-level (300-499) and are for students who have earned a minimum of 30 semester hours of university credit with a GPA of 2.0 or better. Students must also meet course prerequisites and possess the study, writing, and research skills commensurate with upper-level work. Because all communication in DE classes is on-line, students must have a personal e-mail address, either on the MILNET (with permission) or on a commercial

account (e.g., CompuServe, AOL, t-online, or other Internet service provider). Students must also provide their own access to the necessary computer hardware and communication software.

To learn more about the European Division's DE courses, please refer to the "Course Information" section of this *Catalog*. If you have access to the World Wide Web, you can visit the European Division DE Home Page by pointing your web browser to:

<http://www.ed.umuc.edu/de>

On the DE Home Page you will find the current schedule, course descriptions and syllabi, answers to frequently asked questions, and more.

Most of the information on the DE Home Page can also be accessed by e-mail. Send e-mail to:

listserv@lists.ed.umuc.edu

with the two-line message:

info de-info
end

A list of the available files and the commands with which you may retrieve files from the de-info list will be returned automatically to your e-mail address.

If unable to obtain the information you need by following these directions, you may send an e-mail inquiry directly to the Office of Distance Education at:

dist_ed@admin.ed.umuc.edu

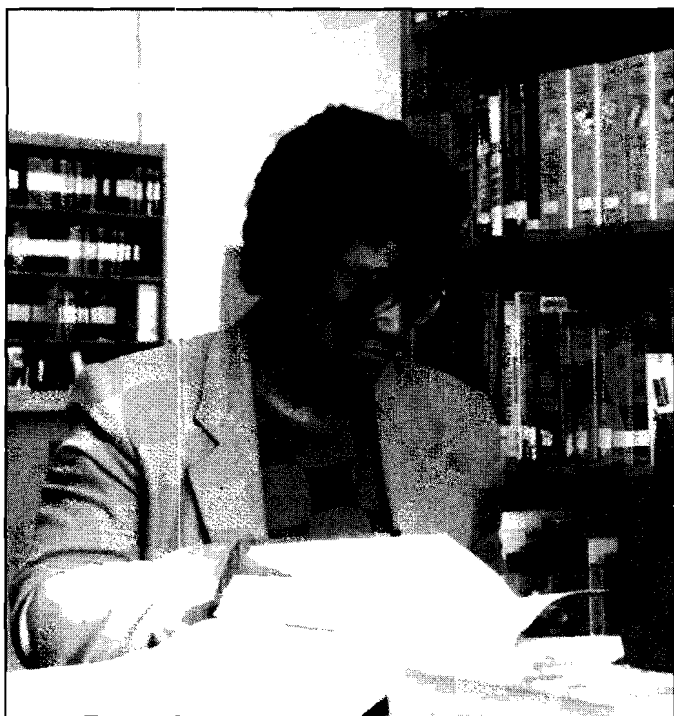
or call the European Division offices in Heidelberg and ask for the undergraduate Office of Distance Education.

Proof of English Proficiency

Students enrolling for the first time with the European Division whose native language is not English must provide *Proof of English Proficiency* by providing *one* of the following documents to the field representative at the time of registration for courses:

1. An official copy of the results of the Test of English as a Foreign Language (TOEFL) indicating a score of 550 or higher. The university does not administer this test. It is the student's responsibility to arrange for testing and to provide a copy of the test results.
or
2. Evidence of attendance and graduation from a secondary school in which the language of instruction was English. Generally, a student will need to be able to demonstrate attendance in such a secondary school for a minimum of three years in addition to having graduated from the school.
or
3. An official transcript from a regionally accredited U.S. college or university indicating a grade of C or higher in an English composition course.
or
4. An official transcript from a regionally accredited U.S. college or university reflecting completion of an A.A., B.A., B.S., or higher degree.

In addition to providing *Proof of English Proficiency*, the applicant must meet the "Admission Requirements" noted previously. Waivers or other exceptions to this policy cannot be given. If there is a question of eligibility or other questions, contact the Director, Student Services.



ENROLLMENT

The European Division conducts five eight-week terms during each academic year beginning in late August and ending in July. The dates for each term are shown on the back cover of this *Catalog*. There are variations in this schedule to accommodate military exercises and other commitments which adult, part-time students have. The individual education centers publicize registration, term dates, and course offerings. Registration is held at the education center, normally during the two weeks before the opening of each term. Classes are usually held at on-post or on-base facilities.

Official Registration

To be registered officially, a student must:

1. Complete an Admission and Registration Form (UMRS-001) when registering for the first time.
2. Complete a Registration Form (UMRS-001) each term.
3. Complete and process the appropriate forms if receiving government tuition assistance and VA educational benefits.
4. Pay all fees in full prior to the first class meeting.

Upon completion of registration, a student is issued a Student Identification Card (UMFR-005) which he or she must present to the lecturer at the first meeting of each class.

Course Load

An adult student who is employed full time should normally register for one three-semester-hour course or the equivalent during a term. Such a course involves 48 classroom hours of instruction and approximately two hours of outside preparation for each hour in class. An experienced student may enroll for a heavier course load if he or she is able to attend class regularly and complete the necessary outside study. Full-time enrollment is considered to be six semester hours per term.

Certificate of Enrollment

Letters certifying official enrollment are available upon request from the Office of the Registrar in Heidelberg. (Enrollment can be certified only for the current term and for previous terms.)

Attendance

Students are expected to attend classes regularly in order to master course material. Being in class means interacting through alert listening, careful note-taking, and active reflection. It means participating in the effort to identify the central issues and problems involved in the material under consideration. Being in class means being an active participant.

Absences (whether excused or unexcused) do not alter what is expected of students. All class work must be made up by completing appropriate assignments specified by the lecturer. Students should confer with their lecturers if they know they will

miss a class or classes. If they decide to withdraw from a course, they must file an Application for Withdrawal at the education center.

Lecturers who base a portion of the final grade upon class participation and/or projects will inform their students at the beginning of the term. In certain courses, especially speech, foreign languages, writing, and laboratory courses, classroom activities are so essential that even minimal achievement is improbable or impossible without regular attendance.

It is the student's responsibility to be aware of deadlines for tests, papers and presentations. A lecturer is not obligated to give a student a make-up examination unless the student can show the absence was caused by illness or emergency circumstances. A make-up examination, when permitted, is given at the convenience of the lecturer, but it should not interfere with the student's regularly scheduled classes.

Withdrawal

Students who must withdraw from a course are responsible for completing the Application for Withdrawal (UMGR-003). They must include reasons for the action, obtain all necessary signatures, and submit the form at the education center where they enrolled. Students who do not formally withdraw will automatically receive a failing grade and forfeit any refund. An Application for Withdrawal cannot be initiated after the beginning of the final exam or last class meeting, except for one-semester-hour weekend seminars. Students may initiate an official withdrawal from these seminars within five working days of the final seminar meeting. Additional information for students receiving VA educational benefits and financial aid can be found in the VA and Financial Aid sections of this *Catalog*.

Resources

Textbooks

The textbooks used in European Division courses are selected by various University of Maryland department heads in consultation with their staffs. At most sites, students purchase their textbooks at the education center where the class is held.

Library Facilities

At military installations where Maryland offers courses, the Army, Air Force, or Navy maintains a library, usually staffed by professional librarians. The combined holdings of these libraries, including several million books, audio-visual materials, microforms, and CD-ROM databases, are available to all Maryland students. If a particular book is not in the student's local library, it may be possible to obtain it through interlibrary loan.

The Faculty Loan Library is maintained in the Heidelberg Office of the European Division to augment lecturers' personal resources by providing background materials for use in preparing and conducting their classes.

FINANCIAL INFORMATION

Fees

Fees charged to University of Maryland European Division students fall into several categories, as outlined in this section. Checks or money orders should be made payable to the University of Maryland. Maryland now accepts Mastercard and Visa payments.

Application (\$20.00)—Fee for establishing the student's *permanent* record, the official University document from which transcripts are issued. Payable at the time of *first* registration with the University of Maryland University College. Non-refundable. A student whose first registration is as an Auditor or Distance Education student must also pay this fee. Not required of consortium students until they declare their intent to pursue a certificate or degree through UMUC. Required of all other students including those who may have paid a similar fee at another University of Maryland System institution.

Note: Students enrolled with the UMS Graduate Programs-Europe need not pay this fee to take undergraduate courses which are prerequisites for their graduate program. If, however, graduate students take other undergraduate courses, this fee must be paid in addition to the graduate application fee.

Tuition—Payable at the time of registration. A member of the Armed Forces may be entitled to partial tuition assistance from the United States Government. Students may also qualify for Veterans' Administration education benefits and other forms of financial assistance. Further information follows in this section of the *Catalog*.

Late Registration (\$20.00)—Charged to students who do not register and make full payment of fees prior to the start of the term.

Change of Registration Fee (\$10.00)—Charged to students who change registration from one course to another after the start of the term.

Returned Check (\$36.00)—Charged when a check is returned unpaid by a bank; \$30 of this amount is the Maryland processing fee and \$6 is the Community Bank's charge to the University for submitting a dishonored check.

Declined Credit Card Fee (\$30.00)—This amount is the University of Maryland's processing fee for any credit card charge that is declined by the student's bank.

Examination to Establish Credit (\$45.00 per semester hour)—Charged for each semester hour of credit that the student seeks to establish through foreign language examination. This fee should accompany the application for examination.

Transcript (\$3.00)—Charged for each academic transcript issued by the University of Maryland.

Fax and express mail (\$5.00 fax to U.S., Europe or Middle East; \$10.00 fax to Asia; \$15.00 express mail)—Special handling charges for 1-3 pages. Additional charge for larger documents.

Certificate (\$10.00)—Payable for each certificate application filed. Non-refundable.

Diploma (\$25.00)—Payable for each diploma application filed. Non-refundable.

Cap and Gown (\$30.00)—For graduates who participate in Commencement ceremonies. Payable one month before Commencement.

Refunds

The refund policy applies to tuition only. The application fee is not refundable. All refunds will be computed from the date the Application for Withdrawal is formally initiated at an education center (not from the date of the last class attended) according to the following schedule:

1. If no more than one-eighth of the class meetings have been held at the time the withdrawal is initiated, the University will refund 75 percent of the tuition.
2. If more than one-eighth but not more than one-fourth of the class meetings have been held at the time the withdrawal is initiated, the University will refund 25 percent of the tuition.
3. If more than one-fourth of the class meetings have been held at the time the withdrawal is initiated, no tuition will be refunded.

For 6 s.h. Open University courses, a full refund of tuition will be given for a withdrawal initiated before the first tutorial session, and 25 percent of tuition will be refunded for a withdrawal initiated between the start of the first and the start of the second tutorial sessions. No tuition will be refunded for a withdrawal initiated after the start of the second tutorial session.

For 1 s.h. weekend seminars, no tuition will be refunded if the withdrawal is initiated after the seminar has begun.

For Distance Education (DE) courses, a full refund of tuition will be given for a withdrawal initiated before the starting date of the course. Seventy-five percent of tuition will be refunded if no more than one-eighth of the number of weeks for which the course is scheduled have elapsed when the withdrawal is initiated. If more than one-eighth but not more than one-fourth of the number of weeks for which the course is scheduled have elapsed when the withdrawal is initiated, the University will refund 25 percent of the tuition. If more than one-fourth of the weeks for which the DE course is scheduled have elapsed at the time the withdrawal is initiated, no tuition will be refunded.

Refunds are calculated *after* the end of each term when all final grade reports have been received and recorded.

Student Indebtedness

All students who incur debts to the University during a particular term must clear them in order to register for the next term. Requests for transcripts, evaluations and diplomas will be held until all debts have been paid. Outstanding debts will be collected against any refunds due the student. After 120 days, uncollected debts will be forwarded to the State Central Collection Unit (SCCU) of the State of Maryland. SCCU debt is a serious matter; SCCU reports delinquent student accounts to major credit reporting entities. This report can impair credit ratings for up to seven years.

Scholarships

UMUC awards scholarships to deserving European Division students. There are scholarships available in a wide range of categories for which virtually any type of student can qualify, including military members, family members, civilians, VA students, TA students, associate-level students, baccalaureate students, even students who have never taken a course with Maryland.

The scholarships are awarded on the basis of students' academic records and potential in accordance with the specific requirements for a given category. Each scholarship is in the form of a tuition credit which can be applied toward Maryland courses and/or seminars during the academic year of the award. Scholarships are awarded twice a year, once in the summer for use beginning in Term 1 and once in the fall for use beginning in Term 3.

Financial Aid

The European Division participates in the administration of the Federal Pell Grant, Federal Supplemental Educational Opportunity Grant, Federal Direct Stafford/Ford Student Loan, Federal Direct Unsubsidized Stafford Loan, Federal Direct Plus Loan and the Federal Perkins Student Loan programs.

All students who seek any type of federal financial aid are required by federal regulations to apply first for a Federal Pell Grant. Students must submit their federal Student Aid Report to the University of Maryland with applications for any other type of financial aid. For detailed information concerning financial aid, please see the University of Maryland publications: 1996-97 Maryland Financial Aid Packet and Student Financial Aid flyer.

Applying for Financial Aid

The 1996-97 Free Application for Federal Student Aid booklet and the 1996-97 Maryland Financial Aid Packet are available at military education centers throughout the European Division. The 1996-97 Maryland Financial Aid Packet is designed to help students complete the federal application. It is critical that students use the work sheets, tips, fact sheets, etc. in the packet before attempting to complete the 1996-97 Free Application for Federal Student Aid (FAFSA). Students complete the federal application and forward it to the federal processing agency in Mt. Vernon, Illinois, where initial eligibility for a Federal Pell Grant and any other financial aid is determined.

In the 1996-97 Maryland Financial Aid Packet, students are provided with a Maryland 1996-97 Student Data Form (UMFS-004) and Financial Aid Transcript forms (UMFS-057). The Student Data Form is sent to the Maryland Financial Services Office in Heidelberg to initiate the student's 1996-97 financial aid file. Students are required to send the Financial Aid Transcript forms to all previously attended colleges and universities regardless of whether or not they used financial aid at those schools. Students interested in a student loan should complete and submit to the Maryland Financial Services Office the Request for Federal Direct Student Loan (UMFS-011) found in the 1996-97 Maryland Financial Aid Packet.

Financial aid is awarded by academic year, and students must reapply each year. (Students may apply until 30 June 1997 for the 1996-97 academic year.) Financial aid can be used concurrently with VA educational benefits, scholarships and military tuition assistance. Federal Pell Grants may be awarded retroactively. Student loans are usually processed and approved for upcoming enrollments during the academic year.

The results of the 1996-97 Free Application for Federal Student Aid are contained in the Student Aid Report (SAR), which is sent by federal processors directly to the student. The two-part SAR will indicate if the student may be eligible for a Federal Pell Grant. Part I is the Eligibility Letter and Part II the Information Review Form. Students seeking any type of federal financial aid submit their SAR to the Maryland Financial Services Office for review with all other necessary documents and forms outlined in the 1996-97 Maryland Financial Aid Packet.

Students must sign, along with their spouse or parent, the Certification Section on the reverse of the Information Review Form (Part II). Applicants awarded a Federal Pell Grant or federal student loan through UMUC's European Division in 1993-94, 1994-95 or 1995-96 need only submit their completed SAR and 1996-97 Maryland Student Data Form. *All other applicants* must send all parts of the SAR and other documents noted below to the Financial Services Office. We recommend using certified mail. Any student who receives an SAR selected by federal processors for verification must submit all documents noted below, along with the completed Verification Worksheet, even if previously awarded financial aid by the European Division.

The 1996-97 Maryland Financial Aid File, which must be complete before the federally required review can be made, consists of:

- Maryland's 1996-97 Student Data Form (UMFS-004)
- All Financial Aid Transcripts (UMFS-057)
- Valid 1996-97 federal Student Aid Report (SAR)
- Signed photocopies of 1995 IRS tax returns for applicant and spouse or parent
- Maryland's 1996-97 Worksheet #1 for Computing Untaxed Military/Civilian Income
- Federal Worksheets #2 and #3 (contained in the FAFSA and reprinted in the 1996-97 Maryland Financial Aid Packet)
- Maryland's 1996-97 Verification Worksheet
- Any additional, required supporting documentation
- Completed Request for Federal Direct Student Loan (UMFS-011) if applying for a student loan.

The Financial Services Office must review and approve the completed file before registration as a Federal Pell Grant student is allowed and before any student loan request can be processed. Students who seek review for special financial circumstances should contact the Maryland Financial Services Office in Heidelberg.

Student loan recipients must take at least three semester hours each term to meet the federal requirement of half-time attendance. All financial aid recipients must be degree-seeking students. Students who already have baccalaureate degrees are not eligible for Federal Pell Grants, but are eligible for a Federal Direct Loan. Students receiving financial aid must make satisfactory academic progress. They must maintain a cumulative grade point average (GPA) which meets the academic standards

of UMUC as set forth in this *Catalog*, and must successfully complete at least 50 percent of the semester hours attempted each term. Upon reaching junior standing, they must maintain a cumulative GPA of at least 2.0. A student whose academic work falls below acceptable levels of performance or who is placed on probation or dismissed risks losing financial aid.



Federal Pell Grants

Federal Pell Grants range from \$400 to \$2,340 and need not be repaid. Students must first review the worksheets and fact sheets provided in the financial aid packet and then complete the 1996-97 Free Application for Federal Student Aid. Students eligible for a Federal Pell Grant who have submitted the documented 1996-97 Student Aid Report to the Financial Services Office will receive a Maryland 1996-97 Award and Acceptance Letter (UMFS-005). The student needs to sign the form, retain a personal copy and one for the Maryland field representative, and return the signed UMFS-005 to the Financial Services Office.

An eligible Federal Pell Grant student will be considered for the entire 1996-97 academic year. The student can be considered for no more than *four* full-time (6 or more semester-hours) terms in the academic year. The student is responsible for tracking use of his or her grant. The amount of the grant, which is based upon the Family Contribution Index and the cost of education, may vary each term depending on whether the student enrolls full time (6 s.h. or more) or part time (3 to 5 s.h.). Because the grant schedule is different for 1 s.h. weekend seminars, 6 s.h. Open University courses, Distance Education courses and non-traditional classes, Federal Pell students must consult with the Financial Services Office before enrolling in these courses.

For Term 5, students must call the Financial Services Office to determine the amount of available Pell funds.

Federal Supplemental Educational Opportunity Grant (Federal SEOG)

Federal SEOG Grants, which do not have to be repaid, provide up to \$250 to eligible students with the greatest financial need. Students must be eligible for and already awarded a Federal Pell Grant. Eligibility for the Federal SEOG is determined by the Maryland Financial Services Office in compliance with strict federal requirements. Funding for the Federal SEOG program is very limited. Students do not formally apply for the Federal SEOG. Students are notified of the Federal SEOG award term by term during the 1996-97 academic year by the Financial Services Office.

Federal Direct Stafford/Ford Student Loans

This subsidized loan program enables eligible students to borrow directly from the Department of Education. The federal government assumes responsibility for interest payments while the student is in school. The 1996-97 *Maryland Financial Aid Packet* contains both a Federal Direct Stafford/Ford Student Loan fact sheet which details the step-by-step procedures to follow to apply for a student loan, and a Request for Federal Direct Student Loan (UMFS-001). This Request is the initial step in applying for a loan. Freshmen may borrow up to \$2,625; sophomores, \$3,500; and juniors and seniors up to \$5,500 per academic year and per grade level. Transfer students must have an official academic evaluation before sophomore-, junior-, or senior-year grade levels can be confirmed.

Students seeking a Federal Direct Stafford/Ford Student Loan must first use the fact sheets and work sheets in the 1996-97 *Maryland Financial Aid Packet* and then complete the 1996-97 Free Application for Federal Student Aid; submit to the Maryland Financial Services Office in Heidelberg a completed Request for Federal Direct Student Loan; and take all steps necessary to apply for financial aid through the University of Maryland University College European Division.

Following federal guidelines, the Maryland Financial Services Office determines eligibility for a Federal Direct Stafford/Ford Loan. The application for this loan, the Request for Federal Direct Student Loan, allows students to apply for both the subsidized and the unsubsidized Federal Stafford/Ford Loan on one application form. Students who do not qualify for the subsidized Federal Direct Stafford/Ford Loan will be considered for an unsubsidized loan (see next category).

Students select their own loan period within the 1996-97 academic year and must successfully complete a minimum of three semester hours each term during the loan period. Students must be continuously enrolled in at least three semester hours during the designated loan period or the loan will be cancelled.

The annual interest accrued is assumed by the federal government while the student is enrolled at least half-time and until the repayment period begins. The interest is variable annually, but capped at 8.25 percent interest. There is a 4 percent origination fee.

The final deadline for student loan applicants to have their 1996-97 Maryland Financial Aid file complete and ready for review is 30 April 1997 and the final deadline to apply for a Federal Direct Stafford/Ford Student Loan is 15 May 1997.

Federal Direct Unsubsidized Stafford/Ford Loans

This student loan program has the same terms, conditions, deadlines and interest rates as the subsidized Federal Direct Stafford Loan/Ford program, except the student borrower assumes responsibility for payment of the accrued interest while

in school and during the loan period. The unsubsidized program is available to students who do not qualify, or qualify only in part, for the subsidized loan. It is also aimed at students whose financial need exceeds the subsidized loan limits. For dependent students supported by their parents, the combined total of a subsidized and unsubsidized loan may not exceed the Federal Direct Stafford/Ford Loan limits noted above. Independent adult students are eligible for amounts equal to the Federal Direct Stafford/Ford Loan limits plus \$4,000 per academic year as freshmen and sophomores and \$5,000 per academic year as juniors and seniors.

Federal Direct PLUS Loans

This loan program enables parents of undergraduate students to borrow directly from the Department of Education at a variable interest rate not to exceed 9 percent. Loan amounts may cover the cost of attendance, less any other financial aid, per academic year and grade level. Parents will undergo a credit check. The dependent child does not have to apply for nor be considered for a Federal Pell Grant or Federal Direct Stafford/Ford Loan before the Federal PLUS loan can be processed. However, parents are advised that financial aid may be available for their dependent child under all of these programs. All students are encouraged to apply for financial aid.

Parents should submit a completed Request for Federal Direct Student Loan (UMFS-001) found in the *1996-97 Maryland Financial Aid Packet*, a Maryland 1996-97 Student Data Form and a signed copy of their 1995 IRS tax returns to the Maryland Financial Services Office. Parent borrowers select the loan period within the 1996-97 academic year but are cautioned that the student must be continuously enrolled and successfully complete at least three semester hours each term during the loan period. Repayment of the loan begins 60 days after disbursement of the loan.

Federal Perkins Loans

The Federal Perkins Loan program provides long-term federal loans for undergraduate students with the greatest financial need. Students may borrow up to \$1,000 per academic year at a five percent annual interest rate with the University of Maryland University College acting as the lender.

Students wishing to apply for the Federal Perkins Loan must first use the worksheets and fact sheets in the *1996-97 Maryland Financial Aid Packet* and then complete the 1996-97 Free Application for Federal Student Aid. Students must be eligible for a Federal Pell Grant and submit a formal letter requesting consideration for the Federal Perkins Loan no later than 30 November 1996 to the Maryland Financial Services Office. Because of federal budgetary constraints, funding for the Federal Perkins Loan program is very limited. Repayment of the loan begins after the student ceases to be enrolled on at least a half-time basis.

Veterans' Educational Benefits

University of Maryland University College acts as a certifying agent for the Department of Veterans Affairs (DVA) and certifies students' enrollments to the Department of Veterans Affairs Regional Office in Buffalo, New York. Certification procedures are outlined on the following page. Students applying for VA educational benefits should seek assistance and VA counseling available at military education centers.

VA regulations require that all VA students declare a major field of study and have an Official Evaluation of all prior academic course work and military training. VA students must have the Official Evaluation within two terms of their first VA enrollment with the European Division to continue receiving VA benefits. The Department of Veterans Affairs prohibits the European Division from certifying enrollments to the DVA for any student who has been enrolled more than two terms without specifying the major field of study and amount of transfer.

VA payments are made by the DVA directly to the students and are calculated by the DVA in accordance with federal regulations. Educational benefits are paid according to how the DVA views both the nature of the courses and the course load a student is taking. The DVA can only allow quarter-time payment for Open University and Distance Education courses for both veterans and active-duty students. Seminars are computed based on the actual enrollment period of the course (beginning date to ending date); payments may vary and are often less than that for regular term classes. VA students who withdraw are subject to having the amount of their award recalculated by the DVA and may be required to repay any unauthorized amounts received.

VA students from Stateside institutions: Students who are not pursuing Maryland degrees but wish to receive benefits for European Division courses must request written permission for each course from their degree-granting school prior to enrolling, or secure an Official Evaluation from the University of Maryland within two terms of their first enrollment as a VA student. Written permission must be submitted to the Maryland field representative at registration, with the appropriate VA application and any necessary documentation.

VA students from institutions in the European Command: Students enrolled in other EUCOM schools who wish to receive VA benefits for European Division courses are not required to submit written permission for each course. They must, however, contact their degree-granting school before registering with Maryland to ensure that the course(s) will fit into their programs of study. CCAF students should consult with their Education Services Officer (ESO) or CCAF Counselor for assistance in certifying Maryland courses to the DVA.

European Division VA students: Maryland VA students must keep in close contact with the Heidelberg Office of Evaluations to ensure their Official Evaluation is accomplished within the DVA's mandated two-term period. Students who wish to receive VA benefits for courses taken with other institutions should first seek guidance from a Maryland academic advisor. Federal regulations prohibit Maryland from certifying enrollments in courses which cannot be applied to the student's degree program. VA students are responsible for tracking the progress of their official evaluation and contacting the Maryland Financial Services Office with any requests for retroactive certifications.

Students receiving educational benefits under the GI Bill are cautioned that the DVA will issue a Student Verification (VA Form 22-8979) to the student who must send this verification of current enrollment back to the DVA before the DVA can issue the monthly checks each term. The verification form usually asks students to verify their continued enrollment for a portion of the term and does not necessarily list the term dates.

GI Bill and VEAP Certification

- 1. Eligible students first registering with Maryland who have not yet applied to use their VA
 - In-service personnel submit:
Before registration, VA Form 22-1990 signed by the ESO and CO, and a certified, true copy of DD Form 214 for each period of prior service directly to the Department of Veterans Affairs (DVA) in Buffalo, New York.
At registration, UMAA-026 Application for an Official Evaluation (noted "VA") and all documents necessary for an Official Evaluation to the field representative.
 - Veterans submit:
Before registration, VA Form 22-1990; a certified, true copy of DD Form 214 for each period of prior service. Old G.I. Bill veterans must also send VA Form 21-686c and a certified true copy of marriage certificate and/or dependents' birth certificates directly to DVA in Buffalo, New York.
At registration, UMAA-026 Application for an Official Evaluation (noted "VA") and all documents necessary for evaluation to the field representative.
- 2. Eligible students who have already used VA at another university or division of UMUC and have not subsequently changed status
 - In-service personnel submit:
Before registration, VA Form 22-1995, signed by the ESO, directly to DVA in Buffalo, New York.

At first registration for which student seeks enrollment certification by European Division, UMAA-026 Application for an Official Evaluation (noted "VA") and necessary documents to the field representative.

- Veterans submit:
Before registration, VA Form 22-1995 directly to DVA in Buffalo, New York.
At first registration for which students seek certification of enrollment by European Division, UMAA-026 Application for an Official Evaluation (noted "VA") and necessary documents to the field representative.

- 3. Students previously certified by the European Division need only inform the field representative that they wish to receive VA for their enrollment and note "VA" on their registration form each term.

Department of Veterans Affairs Addresses

All students should submit required paperwork at least 10 days before the beginning of the term for which DVA certification is sought.

Mail to:

Department of Veterans Affairs
Regional Office
P.O. Box 4616
Buffalo, NY 14240-4616

Telephone inquiries are handled by the Washington, D.C. DVA at: (202) 418-4343.

For details concerning financial aid, VA regulations, sources of student loans and other information as noted in this section, refer to the 1996-97 Maryland Financial Aid Packet and VA Fact Sheet, consult a Maryland field representative, or contact:

**University of Maryland
Financial Services Office
Unit 29216
APO AE 09102
(DSN) 370-6762/(CIV) 06221-378324 in Germany
+49-6221-378324 from outside Germany
E-mail: FSO@admin.ed.umuc.edu
Visit our Web site at: <http://www.ed.umuc.edu/fso/>**

SOURCES OF CREDIT

In addition to credit earned through classroom study in the European Division, credit toward a University of Maryland University College (UMUC) degree may be earned from the following sources *up to a maximum combined total of 15 semester hours for a certificate, 45 semester hours for the associate degree, or 90 semester hours for the bachelor's degree.*

College/University Transfer Credit

UMUC will accept up to 45 semester hours of transfer credit from regionally accredited colleges and universities for an associate degree and up to 90 semester hours for a baccalaureate degree. However, the student must have earned a "C" or better, and the course must apply to the student's UMUC curriculum. A "C" is defined as 2.0 on a 4.0 grade system.

Students who have earned credit at other colleges and universities must determine if courses they plan to take with UMUC duplicate previously earned credit. If in doubt, students should consult with a Maryland academic advisor before registering.

Technical-Vocational Credit

Technical-vocational credit, when applicable, may be accepted for *elective* credit toward a UMUC certificate or degree up to the following maxima:

- 1. Certificate: maximum of 6 semester hours
- 2. Associate degree: maximum of 12 semester hours
- 3. Bachelor's degree: maximum of 21 semester hours of coherently related work. This category of credit can be applied only to a Bachelor of Science degree, not a Bachelor of Arts degree.

Junior/Community College Credit Limit

Applicable courses completed with a junior/community college may be transferred into a UMUC bachelor's degree curriculum until the student has reached junior standing (60 semester hours).

A student with junior standing at UMUC normally may not take any additional credit at a junior/community college. In exceptional circumstances, however, the student may obtain permission from the Director, Student Services to take lower-level required courses at a junior/community college if 60 semester hours of junior/community college credit have not yet been completed.

Community and junior colleges often teach lower-level courses which overlap certain University of Maryland upper-level courses. Students should be aware that the University cannot award credit for duplicate courses *regardless of the levels at which the courses were taken.*

Credit by Examination

UMUC will award up to 30 s.h. of examination credit toward an associate degree and up to 60 s.h. of examination credit toward a bachelor's degree provided there is no duplication of other academic credit.

Examinations may include those conducted by other regionally accredited colleges and universities, through the College Level Examination Program (CLEP) and USAFI/DANTES (except for tests in speech or foreign languages), through the American College Testing Proficiency Examination Program (ACT/PEP), and may include Maryland credit by examination.

1. CLEP General Examinations

Up to 24 s.h. of credit may be awarded when appropriate scores are earned on the CLEP General Examinations. These credits can be used to fulfill either General Education Requirements or elective requirements. Credit can be earned for English composition, mathematics, history, social sciences, natural sciences, and humanities examinations in accordance with the information in the table below.

APPLICATION OF CREDIT BY EXAMINATION				
CLEP General Examination	Credit (s.h.)	Minimum Scaled Score	Duplication of Maryland Courses	GER Application
English Composition	3	500*	None	Communications
Social Sciences and History				
Social Science	3		None	Social Sciences
History	3		None	Humanities
Natural Science	6	500	None	Science
Mathematics	3	500*	None	Mathematics**
Humanities	6	500		
Fine Arts			ARTH 100	Arts and Humanities
Literature			None	Arts and Humanities
* For CLEP English Composition Examinations taken between August 1979 and May 1986 (ETS) or October 1986 (DANTES) the minimum passing score is 594. After these 1986 dates and continuing through 30 June 1993, the minimum passing score was 494. A maximum of 3 s.h. of credit by examination can be awarded for English writing.				
** CLEP General Mathematics examination must have been taken after 1 August 1985. No credit will be awarded for exams taken after credit has been assigned for MATH 101 or a higher level math.				

2. CLEP Subject Examinations

A student may receive additional credit through CLEP Subject Examinations, provided the exam does not duplicate other academic credit, the student receives the ACE-recommended passing score, and the credit is applicable to the course of study. All CLEP Subject Examinations yield only lower-level credit.

3. USAFI/DANTES Placement

Credit may be awarded for USAFI/DANTES examinations which apply to the student's curriculum if the student earns a grade of Satisfactory or With Distinction, or a percentile score of 30 on the SA and SB Series. For the SC, SD, SE, and SF Series, credit will be assigned based on standard scores. Education centers have information on passing scores for these examinations. Check with a Maryland academic advisor about the level of credit available for these examinations.

4. ACT/PEP Examinations

Credit may be awarded through the American College Testing Proficiency Examination Program (ACT/PEP) when the student receives a grade of at least "C" (or a standard score of at least 45) and the credit applies to the course of study.

5. Advanced Placement (AP)

Students may obtain advanced placement and college credit on the basis of performance on the College Board Advanced Placement examinations. These examinations must be taken by high school seniors before graduation.

For achieving a score of 5 or 4 on an examination, the student will be granted advanced placement and the credit equivalent of two 3 s.h. courses in that field. For a score of 3, advanced placement and the credit equivalent of either one or two 3 s.h. courses will be granted, depending on the field of examination.

UMUC accepts AP examinations in the following areas: art, biology, chemistry, English, French, German, history, Latin, mathematics, music, physics, and Spanish.

6. Foreign Language Examinations

UMUC awards credit in foreign languages for two series of examinations. First, credit may be awarded for successful completion of Defense Language Institute (DLI) course work completed prior to 1 October 1990 in accordance with American Council on Education (ACE) recommended passing scores. After that time, credit may be awarded in accordance with the ACE-recommended passing scores on the Defense Language [Institute] Proficiency Tests (DLPT). Second, credit may be awarded for passing UMUC foreign language examinations administered by the European Division.

The Maryland foreign language examinations are for students completing degree requirements with UMUC, not for those seeking to determine their level of foreign language mastery. Thus, to be eligible for a Maryland foreign language examination, the student must have completed at least 15 s.h. of UMUC work with a grade point average of 2.00 (C) or higher and must have had an Official Evaluation. A student who has attended elementary or secondary school where English was not the language of instruction can establish credit in that language only for certain courses. To determine the courses in which he or she may be examined, the student will be required to submit a Summary of Educational Experiences (UMA-42) and translated transcripts from those schools. The summary form may be obtained by writing University of Maryland, Office of Evaluations, Unit 29216, APO AE 09102. The University reserves the right to determine the native language of a student and the level of exam to be taken. For more information regarding eligibility, see Foreign Languages and Literature in the Course Information section of this *Catalog*.

The examination fee is \$45.00 for each semester hour of credit the student is seeking to establish. A check or money order for the correct, full amount should be mailed with the Application to Establish Credit by Examination in a Foreign Language (UMFL-008) to University of Maryland, Office of Evaluations, Unit 29216, APO AE 09102.

SUMMARY OF OUTSIDE CREDIT LIMITATIONS

The total credit from all outside sources may not exceed 15 s.h. for the certificate, 45 s.h. for the associate or 90 s.h. for the bachelor's degree.

Credit Sources	Maximum Outside Credit Allowed by UMUC		
	Certificate	Associate	Bachelor's
Transfer			
Technical/vocational*	6	12	21**
Junior/community college (including CCAF)*	15	45	60
Baccalaureate-granting institution*	15	45	90
ACE-recommended civilian/military	15	45	90
Examination			
e.g., CLEP General & Subject, USAFI/DANTES ACT/PEP, AP/CEEB, DLPT, Maryland Foreign Language	15	30	60

*Regionally accredited colleges and universities only.

**B.S. degree only.

Correspondence Study

University of Maryland University College does not offer correspondence courses. However, UMUC will accept correspondence credit earned through regionally accredited colleges and universities, provided a grade of "C" or better has been earned and the course applies to the student's curriculum. A student planning to enroll in correspondence study should consult a European Division academic advisor to determine if the course is appropriate. (Speech and foreign language may not be taken by correspondence.)

Military and Civilian Training Credit

1. Army and Navy Training

UMUC grants credit for service schools and Military Occupational Specialties (MOS) in accordance with the recommendations of the American Council on Education in *A Guide to the Evaluation of Educational Experiences in the Armed Services* when such credit applies to the student's Maryland curriculum. The University considers credit recommendations in the lower-division associate/bachelor degree and/or upper-division bachelor degree categories.

When available, an Army/ACE Registry Transcript (AARTS) should be submitted for evaluation of Army Service Schools and Military Occupational Specialties.

AARTS transcripts are the most effective means of documenting the learning soldiers have acquired through their military experiences. Soldiers who entered active duty on or after October 1, 1981 and remained on active duty on or after January 1, 1984 are eligible for an AARTS transcript. Students who submit the AARTS transcript do not need to submit DD Form 2-1 or DD Form 295. Maryland recommends, however, that soldiers request a transcript copy for themselves to ensure that all their military courses have been included. Students seeking credit for work not documented on the AARTS transcript should submit a DA Form 2-1, DD Form 295 or other documentation to verify their experiences. Students who submit an AARTS transcript do not need any other documentation to verify the following items listed on an AARTS transcript: SQT or SDT results, scores on CLEP and DANTES exams, and DLI course work or proficiency tests (DLPT). For example, if all CLEP and DANTES tests are included on the AARTS transcript, students do not need to submit a DANTES transcript as well.

For work not covered by AARTS transcripts, "true" copies (certified by the personnel officer, legal officer or commander) must be submitted to the University of Maryland. The documents listed below, in conjunction with an ACE credit recommendation, can lead to the assignment of credit applicable to a student's Maryland degree program:

Army and Navy Service Schools:

DD Form 2-1 or DD Form 295 (Retired and former military use DD Form 214), or NAVPERS 1070-604.

Army MOS Credit:

Enlisted (E-1 to E-4): Commander's letter certifying soldier's performance for no less than 12 consecutive months in a single MOS for which there is no SQT/SDT test.

Enlisted (E-5 to E-9): NCOER or Form 2166-5A (one or more) which covers no less than 12 consecutive months in a single MOS.

Warrant Officers: OER covering a period of at least 12 consecutive months.

Retired and former Army military seeking VA benefits should submit DD Form 214 and MOS documentation as above. As this may require requesting microfiche records from St. Louis (NPRC, 9700 Page Boulevard, St. Louis, MO 63132), it is advised that the student begins the process as early as possible.

Navy Rating:

Enlisted: NAVPERS 1070-604 (Retired and former military use DD Form 214).

Warrant and Limited Duty Officers: NAVPERS Forms 601-4 and 1611/1.

2. Community College of the Air Force

University of Maryland University College awards lower-level credit for USAF service schools in accordance with Community College of the Air Force (CCAF) recommendations for appropriate courses with an S (Satisfactory) score which were taken after December 1973.

For USAF courses completed prior to that date, American Council on Education recommendations are followed. Retired and former military should submit DD Form 214 if they are seeking VA educational benefits and a CCAF transcript for the official evaluation.

3. Civilian Training

UMUC grants credit for civilian training schools in accordance with the recommendations of the American Council on Education's *National Guide to Educational Credit for Training Programs* when such credit applies to the student's Maryland curriculum. The University considers credit recommendations in the lower-division bachelor/associate degree and/or upper-division bachelor degree categories.

To receive this credit, the student must arrange for the training institution to submit its official transcript of successful course completion directly to University of Maryland, Office of Evaluations, Unit 29216, APO AE 09102.



TRANSFER OF CREDIT

Because European Division courses carry University of Maryland University College resident credit, the credits earned can be transferred to other accredited colleges and universities. *The following guidelines apply when students transfer to:*

University of Maryland University College

As one of the 11 degree-granting institutions of the University of Maryland System, UMUC offers regular resident-credit courses and grants degrees through part-time as well as full-time study in its classrooms throughout the world. A student who has done satisfactory work in the European Division may enroll in any of the regularly scheduled terms of other divisions of UMUC without having to be readmitted. When the student enrolls with another UMUC division, the European Division will forward the student's complete academic record to that division.

Other Institutions in the University of Maryland System

If the student wishes to transfer to a constituent institution of the University of Maryland System other than UMUC, he or she may obtain information by contacting the Office of Student Services.

Other Colleges and Universities

A European Division student planning to transfer to another college or university should seek guidance directly from that institution. The institution receiving the credit will supply the most accurate information about its requirements and whether specific UMUC courses will fit its curricula.

RECORDS AND TRANSCRIPTS

Official Evaluation

The purpose of the Official Evaluation is to show students their certificate or degree standing and to allow them to select appropriate courses for their specific programs. An Official Evaluation should be requested only if the student intends to complete a University of Maryland University College certificate or degree.

An Official Evaluation is based on the curriculum in effect when the student's application is received in Heidelberg. Students are eligible for an Official Evaluation if they have taken 6 semester hours of classwork with Maryland, have a grade point average of 2.0 (C) or higher, have paid the application fee, and have no financial obligation to the University.

A student can obtain an Official Evaluation as soon as UMUC's Heidelberg headquarters has received all records of previous educational experiences. These must be sent *directly from each issuing institution* (or other source, in the case of military documents). Thus, students should arrange to have their previous educational organizations submit these documents to the University of Maryland, Office of Evaluations, Unit 29216, APO AE 09102 as soon as possible. The Official Evaluation is provided on a Curriculum Planning Sheet. Please see the next section for additional information.

Documents required for the Official Evaluation include as applicable: Request for an Official Evaluation (UMAA-026); CLEP, USAFI/DANTES, and ACT/PEP test results; transcripts from all colleges or universities attended; and appropriate military documents. An Official Evaluation cannot be started until a transcript has been received from each institution listed on the application form, even when credit from one institution is posted on the transcript of another institution. Form UMAA-002 for requesting transcripts from colleges or universities is available at education centers. *All transcripts and military documents become the property of the University of Maryland University College and can neither be returned to nor copied for the*

student. It is the responsibility of the student to ensure that all appropriate documents have been received by the Office of Evaluations.

Students should have their local Maryland field representative check with the Heidelberg office on the status of their application if they have not received their evaluation or notification of missing documents within eight weeks of submission of documents.

Updated evaluations will be provided upon request for Regular students (see the Admission section of this *Catalog*) who have completed at least 15 semester hours of UMUC course work, maintained a grade point average of 2.0 (C) or better, and have no financial obligation to the University.

Curriculum Planning Sheets

The Maryland degree-seeking student receives his or her official evaluation in the form of the Curriculum Planning Sheet, which serves two purposes:

1. to indicate to the student the requirements which have been completed both through University of Maryland University College courses and through transfer of other credit, if applicable; and
2. to show remaining requirements in each part of the certificate/degree curriculum.

The Curriculum Planning Sheet should be kept up to date by the student and used to select suitable courses toward a Maryland certificate or degree. When registering for classes, students should also refer to this *Catalog* to assure their selections fulfill the appropriate certificate and degree requirements. Students receiving VA educational benefits or federal financial monies are cautioned to follow the Curriculum Planning Sheet closely. No award can be made for any course that does not fit into the student's degree program. Course selection advice is also available upon request from Maryland academic advisors.

Contract for Degree

The purpose of the Contract for Degree (CFD) is to assist students who plan to earn a degree with the University of Maryland University College. To be eligible to request a CFD, a student must receive an Official Evaluation from UMUC and complete the minimum Maryland course work requirements specified for the degree. For more information, see the Degree section of this *Catalog*.

The student requests a CFD through the local field representative. Upon receipt of the request and verification of eligibility, UMUC will complete the CFD and mail it directly to the student. A copy for the education center will also be included.

Servicemembers Opportunity Colleges

UMUC participates in the Servicemembers Opportunity Colleges' Degree Programs for Military Personnel as follows: SOCAD-2 for Army personnel, SOCNAV-2 for Navy personnel and SOCMAR-2 for Marine personnel at the certificate and associate-degree level, and SOCAD-4 for Army personnel, SOCNAV-4 for Navy personnel and SOCMAR-4 for Marine personnel at the baccalaureate level. SOCAD-2, SOCNAV-2, SOCMAR-2, SOCAD-4, SOCNAV-4 and SOCMAR-4 agreements will be issued to students after they have paid the Application Fee, completed at least six semester hours of UMUC course work, and requested an Official Evaluation. Students should note that the minimum number of semester hours needed with UMUC to earn a Maryland degree is 15 s.h. for the associate and 30 s.h. for the baccalaureate. To earn either degree, students must maintain a grade point average of 2.0 (C) or better in Maryland courses and satisfy minimum Maryland degree requirements. Family members may also apply for SOCAD-2, SOCNAV-2, SOCMAR-2, SOCAD-4, SOCNAV-4 and SOCMAR-4 agreements.

Transcripts

1. In accordance with the provisions of the Family Educational Rights and Privacy Act of 1974, a student's records are confidential. A Maryland transcript may be released only upon the signed request of the student.

2. When students graduate, they are issued one official transcript free of charge. All other transcript requests should be accompanied by a check or money order for \$3.00 for each transcript requested. There is no charge for sending a transcript to another institution in the University of Maryland System. Requests for transcripts should be sent to the Office of the Registrar and should include the student's full name, Social Security number, date of birth, names of all divisions of the University of Maryland University College attended, and first and last dates of attendance. Forms for requesting transcripts (UMTR-009) are available at education centers.
3. Transcript requests should be addressed to the Office of the Registrar of the division of the University of Maryland University College in which the student was most recently enrolled. Permanent academic records of students who have left the European Division and have not enrolled in another division of the University are maintained in the European Division. Unless the student has subsequently enrolled in another division of the University, all transcript requests should be sent to the Office of the Registrar.
4. No transcript will be released until all financial obligations to the University have been satisfied.

Name Change

Requests for a name change on official records of the University of Maryland University College must be accompanied by one of the following documents:

1. Copy of a court order.
2. Copy of marriage certificate.
3. Statement from a legal officer certifying the name change.

The request, which can be made by letter or by a completed Change of Name Notification (UMRS-046), available from a field representative, should be mailed with the appropriate document to the Office of the Registrar. To ensure accurate and complete student records, a student must continue to register under his or her former name until the request and documentation have been forwarded.

For further information, write to:

**University of Maryland
Office of Student Services
Unit 29216
APO AE 09102**

E-mail: student_svc@admin.ed.umuc.edu

or

**University of Maryland
Office of the Registrar
Unit 29216
APO AE 09102**

ACADEMIC POLICIES AND STANDARDS

Resident Credit

Study in the overseas divisions establishes resident credit with the University of Maryland University College. Because lecturers and courses in the overseas divisions meet the same academic standards as those of UMUC at College Park, courses offered overseas carry resident credit identical to that earned for on-campus courses. Thus, a student may earn a baccalaureate degree entirely through study in the European Division or in combination with study in other overseas divisions and/or the Statewide Programs division of UMUC.

Unit of Credit

The unit of credit is the semester hour, which represents 16 hours of classroom work in addition to required outside preparation.

Grading System

The following symbols are used by the University of Maryland University College:

- A — Outstanding scholarship
- B — Good scholarship
- C — Satisfactory scholarship
- S — Satisfactory
- D — Marginal performance
- F(a) — Academic failure
- F(n) — Failure due to non-attendance
- H — No credit; course taken out of sequence
- I — Incomplete
- T — Audit
- W — Withdrawal
- X — Ceasing to attend class under emergency circumstances which precluded filing an Application for Withdrawal
- R — Repeated course

Grade of S

The grade of S is used when a satisfactory (S)/marginal (D)/failure (F) grading system applies. S denotes satisfactory progress and is defined as C or higher. The grade of S will appear on the permanent record but will not be used in determining the grade point average.

Grade of D

The grade of D is the minimum passing grade and denotes borderline understanding of the subject. Only a limited amount of D credit can be applied toward a certificate or degree. For additional information, students should refer to specific certificate and degree requirements in this *Catalog*. Most regionally accredited colleges and universities will not accept transfer courses in which a D has been earned.

Grade of F

The grade of F may be given for academic failure or for non-attendance. A student who fails to do passing work in a course receives an F(a) (academic). A student who drops out of a course without officially withdrawing receives an F(n) (non-attendance). The Army requires students receiving tuition assistance to reimburse the government if they receive the grade of F(n); the Air Force and Navy, however, require reimbursement for both F(a) and F(n).

Mark of I

The mark of I (incomplete) is exceptional. It is given only upon the request of a student whose work in a course has been satisfactory, and who is unable to complete the course because of illness or other circumstances beyond his or her control. In no case will the I be recorded for a student who has not completed the major portion of the work in the course. The student must consult with the lecturer and present documentation substantiating the reasons for requesting the incomplete.

The lecturer makes the final decision concerning the granting of the incomplete. When recording the incomplete on the Final Grade Report, the lecturer will state the quality of the student's work to date, the requirements remaining, and the deadline — not to exceed six months — for completion of the work. *If the student does not complete the requirements of the course within six months of the last day of the academic term, the student cannot thereafter make up the incomplete. The mark of I will become terminal and subsequently may not be changed.*

It is the responsibility of the student, not of the education center nor of the European Division, to arrange with the lecturer for the assignment of and subsequent removal of an incomplete. Students should realize that it is virtually impossible to remove an I after transfer out of the European Division. A student no longer in contact with the instructor who assigned the I should write to the lecturer, c/o University of Maryland, Unit 29216, APO AE 09102, and the mail will be forwarded. An I cannot be removed by X or W. A student who elects to repeat the course must register, pay the full fees, and repeat the entire course.

Mark of W

When a student officially withdraws, a W is assigned. The W can be posted only when it is documented by an Application for Withdrawal (UMGR-003). (See the Enrollment section of this *Catalog* for filing instructions.)

Mark of X

The mark of X is limited to circumstances beyond the student's control — accidents, emergency leave, or sudden transfer upon limited notice. Before reporting an X, the lecturer must be informed by the Education Center that emergency circumstances prevented the student from complying with University regulations for withdrawing. Unless it is clear that an emergency prevented official withdrawal, the grade of F(n) (non-attendance) must be reported. The mark of X is terminal and may not later be changed.

Change of Grade

With the exception of the I (incomplete), all grades and marks are final and cannot be changed. Students who wish to establish credit in a course for which they have previously received F, W or X must register, pay the full fees, and repeat the entire course successfully.

Repeating a Course

If a student repeats a course in which a passing grade has already been earned, the subsequent attempt shall not increase total hours earned toward a degree. When a course is repeated by a student, only the higher mark will be used in computing the cumulative academic average. The designation R will be posted to the transcript to replace the lower grade.

Computation of Academic Average

In computing scholastic averages, numerical values are assigned as follows: A-4.0, B-3.0, C-2.0, D-1.0, and F-0. At the end of the term in which a minimum block of 15 semester hours of credit with the University of Maryland University College has been accumulated, the Office of the Registrar computes the student's cumulative average based on Maryland grades only.

The grade of F is included in any computation of scholastic average, but X, W, H, I, S and R are not. In the computation of the cumulative grade point average, a course in which the mark of I has been assigned is not included as hours attempted. When the requirements of the course are completed and the I is changed to a final grade, an appropriate corrective entry will be made in the cumulative grade point average.

Probation and Dismissal

A student whose academic work falls below acceptable levels of performance will be placed on probation or dismissed in accordance with the standards in the following table. "Total Hours Attempted" include Maryland work plus hours assigned from other sources.

Regardless of cumulative grade point average, no student will be dismissed at the end of any 15-semester-hour period during which he or she has maintained an average of 2.00 or better.

Any student whose cumulative grade point average falls within the Academic Probation range is informed that he or she is not making satisfactory progress and will be responsible for any future dismissal.

A student whose cumulative grade point average falls within that range loses eligibility to re-register with the European Division. The student may request reinstatement by writing to: University of Maryland, Office of the Registrar, Unit 29216, APO AE 09102. The letter must contain an explanation of how the student will be able to improve academic performance. The student may re-enroll only after the request for reinstatement is approved.

Cumulative Average Resulting in:		
Total Hours Attempted	Academic Probation	Academic Dismissal
15-20	Below 1.35	Below 0.35
21-35	Below 1.65	Below 1.35
36-50	Below 1.80	Below 1.65
51-65	Below 1.90	Below 1.80
66-80	Below 2.00	Below 1.90
81 and above	Below 2.00	Below 1.95

Academic Dishonesty

Academic dishonesty is failure to maintain academic integrity. It includes, but is not limited to, obtaining or giving aid on an examination, having unauthorized prior knowledge of an examination, doing work for another student, and plagiarism. Academic dishonesty can result in severe academic penalty, including failure in the course and/or dismissal from the institution.

Plagiarism is the presentation of another person's idea or product as one's own. Examples of plagiarism are: copying verbatim and without attribution all or part of another's written work; using phrases, charts, figures, illustrations, computer programs, or mathematical or scientific solutions without citing the source; paraphrasing ideas, conclusions or research without citing the source; and using all or part of a literary plot, poem, film, musical score, computer program, or other artistic product without attributing the work to its creator.

Students can avoid unintentional plagiarism by carefully following accepted scholarly practices. Notes taken for papers and research projects should accurately record sources of material to be cited, quoted, paraphrased or summarized, and research or critical papers should acknowledge these sources in footnotes or by use of direct quotations.

DIPLOMAS AND GRADUATION

The University of Maryland University College awards degrees in August, January and May of each academic year. Commencement ceremonies in May recognize BA/BS candidates who have earned their degrees in any of the three degree periods. *To be eligible to march at Commencement, May BA/BS candidates must be able to demonstrate that they will complete all degree requirements by the time of the ceremonies.*

Diploma Application Deadlines

Students expecting to complete requirements for a degree must submit a Diploma Application (UMRG-023) and \$25.00 diploma application fee to: University of Maryland, Office of the Registrar, Unit 29216, APO AE 09102. Diploma applications can be obtained from the field representative or by writing to the Office of the Registrar.

Associate Degree: A student within 9 s.h. of completing requirements for the Associate in Arts degree may file a Diploma Application.

Bachelor's Degree: A student within 15 s.h. of completing requirements for a Bachelor of Science or Bachelor of Arts degree may file a Diploma Application.

The completed Diploma Application should be returned in accordance with the following schedule:

Expected Graduation	Application Deadline
January	1 October
May	15 February
August	15 May

Students whose Diploma Applications are received after these deadlines will be considered for the next scheduled graduation.

Graduation Review

Associate and bachelor's degree diploma applicants will receive a graduation review to confirm remaining degree requirements. If the remaining requirements include incompletes to be removed, courses to be transferred from other institutions, credit by examination, or military credit, the student must ensure this work is completed and official documentation reaches the University of Maryland, Office of Graduation Services, Unit 29216, APO AE 09102, no later than the first day of the month in which the degree is to be awarded.

Noncompletion of Degree Requirements

Students who do not complete degree requirements in time for the graduation date specified on their Diploma Application must submit a new Diploma Application and \$25.00 diploma application fee. Students will be informed of remaining degree requirements.

Official Transcript and Certificate of Completion

Associate and baccalaureate degree graduates receive an official transcript bearing the degree posting and a Certificate of Completion from the Office of the Registrar in Heidelberg. These are mailed approximately four weeks after the student's graduation date in January, May or August.

Issuance of Diplomas

All AA, BA and BS graduates completing degrees in August, January or May can expect to receive their diplomas by mail from University offices in College Park, Maryland approximately three months after the graduation date.

Conference Course

Conference courses are exceptional and can only be conducted for a Maryland degree candidate who is within 9 s.h. of completing bachelor's degree requirements. All three of the following criteria must exist:

1. The student has filed a Diploma Application for the next graduation date (i.e., January, May or August).
2. The student has a valid reason for needing to complete the degree by that time (e.g., relocation, job offer).
3. The specific course essential for graduation is not available to the student at any location within commuting distance or through any other viable source (e.g., correspondence course from another regionally accredited school) prior to the proposed graduation date.

Permission must be requested in writing from the Director, Student Services. *Note:* Mathematics, statistics, foreign language, and most computer, writing, and accounting courses require a classroom setting and are not offered as conference courses.



HONORS

Dean's List

Each term the Office of the Registrar compiles the Dean's List to honor students who have completed 15 or more consecutive semester hours of credit with a grade point average of 3.5 or higher. Students on the Dean's List in the European Division receive a Certificate of Scholarship and a notation is made on the student's transcript.

Computation of averages for Dean's List eligibility is based on the first block of 15 credits and on each such block earned subsequently. A student who does not qualify at the end of the first unit must complete a second full unit to be considered. A course may not be part of two units. Because all credit earned during the term in which a student completes a unit is added together, it is possible for a unit to consist of more than 15 semester hours. A student need not be enrolled in consecutive terms to be considered for the Dean's List. *Dean's List recognition cannot be earned for any block of credit for which the student has an Incomplete (I) grade until the I is removed.*

Baccalaureate Honors

A member of the graduating class who has completed a minimum of 45 semester hours with the University of Maryland University College is eligible for honors. Selection for honors is based on the cumulative grade point average for all UMUC work and is limited to not more than 10 percent of the class. Summa cum Laude is offered to the highest two percent, Magna cum Laude to the next three percent and cum Laude to the next five percent.

Honor Societies

UMUC students with superior academic records have the opportunity to join several national honor societies. Students who believe they are eligible for any of the following societies should write to: University of Maryland, Office of the Registrar, ATTN: Honor Societies, Unit 29216, APO AE 09102.

Alpha Sigma Lambda

Alpha Sigma Lambda is a national honor society for continuing higher education students. Tau Chapter was chartered at UMUC during the 1963-64 academic year with branches in the Statewide Programs and the European and Asian Divisions. To be eligible for membership, a student must be a Regular

student who has completed 30 semester hours of Maryland work (including 15 hours outside the primary area of specialization), and has a cumulative grade point average of 3.7 or higher in UMUC course work. Requests for membership may be submitted at any time.

Phi Alpha Theta

Phi Alpha Theta is an international history society. Membership is open to undergraduates who have completed 12 or more semester hours of junior/senior-level history courses with the University of Maryland University College. (Only HIST courses can be included in the 12 s.h.; interdisciplinary courses from related disciplines cannot be included.) They must have a 3.5 or better average in those courses. They also must show an overall average of at least 3.4 for all UMUC work. Membership applications must be received by the Heidelberg office no later than 1 August for the December initiation or 1 February for the May initiation.

Phi Kappa Phi

Phi Kappa Phi promotes the pursuit of excellence in all fields of higher education and recognizes outstanding achievement by students, faculty, and others through election to membership and through various awards for distinguished achievement. To qualify for membership in Phi Kappa Phi, candidates must have completed at least 90 s.h. of credit toward the bachelor's degree, at least 45 s.h. of which must have been for University of Maryland University College courses carrying letter grades of A, B, C, D, or F. The candidate's grade point average in Maryland courses must be in the top 10 percent of the previous UMUC graduating class. The European Division provides a list of eligible students to the chapter in College Park each year in January and July for election to membership in May and December.

Sigma Tau Delta

Sigma Tau Delta is an international honor society in English language and literature. Candidates must have completed at least 45 s.h. (including at least 30 s.h. with the University of Maryland University College), and all required English courses beyond ENGL 101. They must have a grade point average of 3.6 or higher in at least 12 s.h. of English courses, of which at least six s.h. must be upper-level. (Only ENGL courses can be included in the 12 s.h.; interdisciplinary courses from related disciplines cannot be included.) An overall average of at least 3.5 for all UMUC course work is also required. Membership applications must be received by the Heidelberg office no later than 15 July for the December initiation or 15 January for the May initiation.

CERTIFICATES

The European Division offers programs of study leading to University of Maryland University College certificates in specific academic areas including Accounting, Computer Studies, Management Studies, Women's Studies and Foreign Language Area Studies (British, German, Greek, Italian, Russian, Spanish and Turkish). These are not terminal programs for students who wish to continue working toward associate or bachelor's degrees. Certificates have three common requirements as highlighted in the following box.

CERTIFICATE COMMON REQUIREMENTS

1. The completion of certain general education courses.
2. A total of 30 semester hours, including at least 15 semester hours with UMUC.
3. A cumulative grade point average of at least 2.0 (C) for the courses completed with UMUC and a grade of at least "C" in each core and discipline-related course.

Business and Management Certificates

Management Certificate

To qualify for the certificate, a student must complete the following courses:

1. General education courses (12 s.h.):

ENGL 101 Introduction to Writing
ECON 201 Principles of Economics-Macro *or*
ECON 203 *or* 205

Social science courses from different disciplines
(6 s.h.) Recommended:

GVPT 170 American Government
PSYC 100 Introduction to Psychology,
or
SOCY 100 Introduction to Sociology

2. Management-related courses (12 s.h., at least 6 s.h. of which must be completed with UMUC), selected from:

BMGT All Business and Management courses
CAPP All Computer Applications courses
CMIS All Computer and Information Science courses
ECON All Economics courses
GNST 201 Introductory Statistics
GVPT 210 Introduction to Public Administration and Policy
IFSM All Information Systems Management courses
MGST All Management Studies courses
PSYC 221 Social Psychology
PSYC 361 Survey of Industrial and Organizational Psychology
SBUS All Small Business courses
SOCY 462 Industrial Sociology
SPCH 107 Technical Speech Communication

3. Electives (6 s.h.). These should be selected from general education or management-related courses.

Accounting Certificate

To qualify for the certificate, a student must complete the following courses:

1. General education courses (9 s.h.):

ENGL 101 Introduction to Writing
MATH 101 Concepts of Modern Algebra
MGST 161 Managerial Communication Skills *or* another 3-semester-hour writing *or* applied speech course

2. Accounting courses (18 s.h., of which at least 6 s.h. must be completed with UMUC).

- a) Accounting core courses (9 s.h.) selected from:

BMGT 220 Principles of Accounting I
BMGT 221 Principles of Accounting II
MGST 320 Governmental Accounting *or*
BMGT Any upper-level course in accounting or finance.

- b) Accounting-related courses (9 s.h.) selected from:

BMGT 110 Intro to Business and Management
BMGT 380 Business Law I
BMGT 381 Business Law II
CAPP 340 Computer Applications in Management
CMIS 102 Introduction to Computing Using Pascal
ECON 201 Principles of Economics-Macro *or*
ECON 205 Fundamentals of Economics
ECON 203 Principles of Economics-Micro
GNST 201 Introductory Statistics
MGST 120 Fundamentals of the Accounting Process
MGST 140 Personal Financial Management

3. Electives (3 s.h.). These should be selected from accounting core or accounting-related courses.

Computer Studies Certificate

(NOTE: Please see the Course Information/Computer Studies section of this *Catalog* for important information on course sequences and prerequisites.)

1. General education courses (9 s.h.), to include:

ENGL 101 Introduction to Writing
MATH 107 Selected Topics in Algebra
Additional 3 s.h. of writing or applied speech

2. Computer Studies-related courses (15 s.h., at least 6 s.h. of which must be completed with UMUC), to include:

- a) One course from the following:

CMIS 102 Introduction to Computing Using Pascal
IFSM 201 Introduction to Computer-based Systems

- b) At least two of the following courses:

CMIS 150 Programming in Pascal
CMIS 250 Data Structures Using Pascal
CMIS 270 Introduction to Computer Systems and Architecture
IFSM 202 Systems Analysis Methods
Any 3 s.h. programming course

- c) As necessary, course work to complete the required 15 s.h., from courses such as:

CAPP 100A Introduction to Microcomputers: Hardware and Software
CAPP 100B Introduction to Microcomputers: Word Processing
CAPP 100D Introduction to Microcomputers: Presentation Graphics
CAPP 100E Introduction to Microcomputers: Networks and Communication
CAPP 100F Introduction to Microcomputers: Databases

CAPP 100G	Introduction to Microcomputers: Spreadsheets
CAPP 100I	Introduction to Microcomputers: Desktop Publishing
CAPP 100J	Introduction to Microcomputers: Security and Viruses
CAPP 100K	Introduction to Microcomputers: The Internet
CAPP 120	Introduction to Microcomputers: Advanced Operating Systems
CAPP 340	Computer Applications in Management
CAPP 380	Artificial Intelligence
CMIS	Any Computer and Information Science course
IFSM	Any Information Systems Management course

3. Electives (6 s.h.). These should be selected from Computer Studies-related courses.

Foreign Language Area Studies Certificates

Foreign Language Area Studies certificates give students the opportunity to focus on the life and culture of a particular European country, normally the one in which they live. The certificate is part of a broader Maryland Foreign Language Area Studies program, which also has options at the associate level.

All students who wish to qualify for a foreign language area studies certificate must complete the following *general education courses* (12 s.h.):

ENGL 101	Introduction to Writing
Additional 3 s.h. of writing or applied speech	

Social science courses from different disciplines (6 s.h.), to be selected from:

ANTH 101	Introduction to Anthropology, Archaeology and Physical Anthropology
ANTH 102	Introduction to Anthropology: Cultural Anthropology and Linguistics
GVPT 100	Principles of Government and Politics
PSYC 100	Introduction to Psychology
SOCY 100	Introduction to Sociology

The core, discipline-related, and elective courses for the specific Foreign Language certificates are as follows:

British Studies Certificate

1. British Studies-related courses (15 s.h., of which at least 6 s.h. must be completed with UMUC), selected from courses such as:

ENGL 211	English Literature from the Beginning to 1800
ENGL 212	English Literature from 1800 to the Present
ENGL 402	Chaucer
ENGL 403	Shakespeare-Early Period

ENGL 404	Shakespeare-Late Period
GNED 288	Introduction to British Culture
HIST 141	Western Civilization I, <i>or</i>
HIST 142	Western Civilization II
HIST 234	History of England and Great Britain I
HIST 235	History of England and Great Britain II
HIST 430	Tudor England
HIST 431	Stuart England
HIST 432	Britain in the 18th Century
HIST 433	Modern Britain

Appropriate courses in British culture, history, literature, and government and politics.

2. Electives (3 s.h.) from additional course(s) in British Studies-related courses or other discipline(s) selected in accordance with the student's interests and goals.

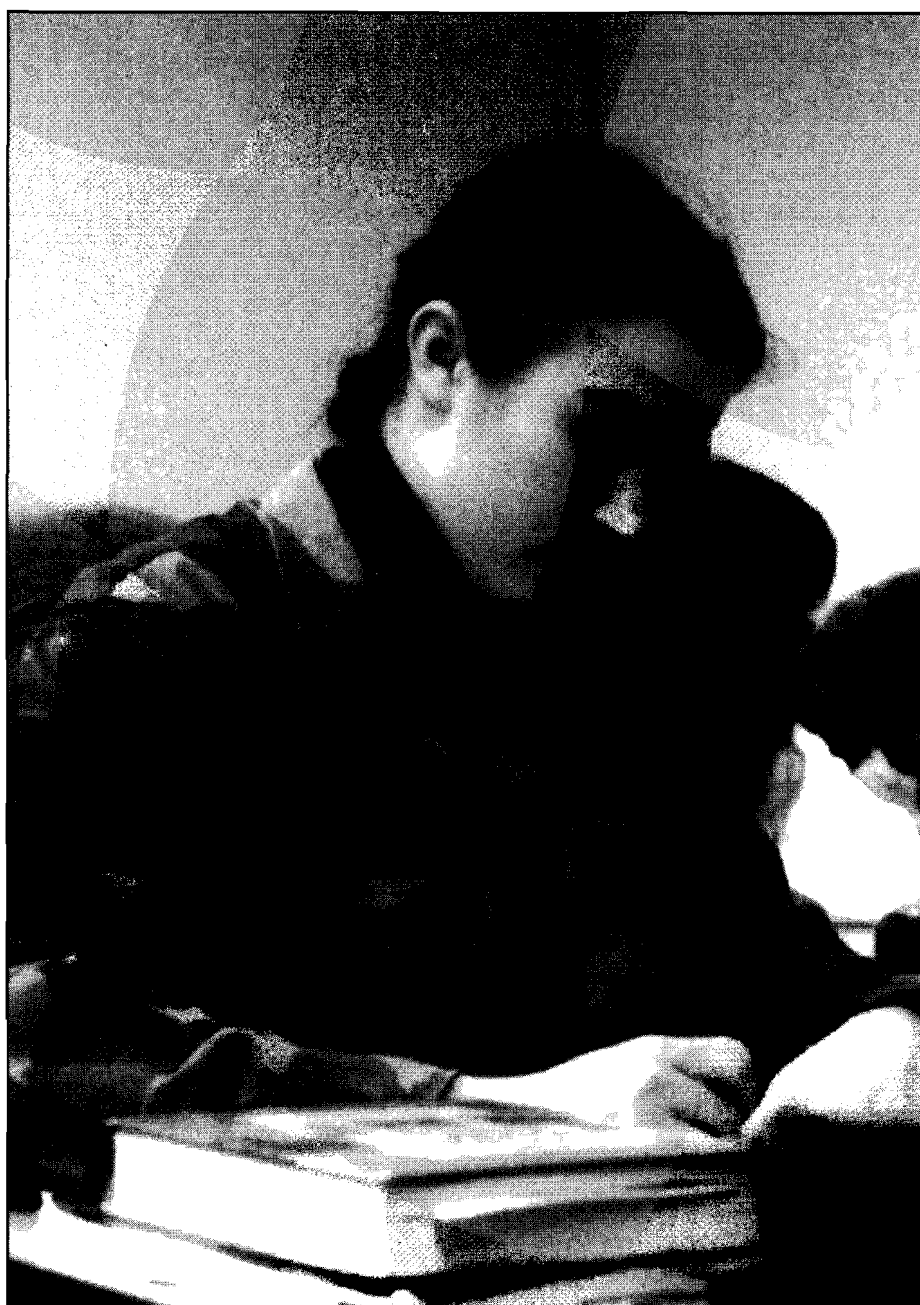
German Studies Certificate

1. Language core courses (6 s.h.), to include:

GERM 111	Elementary German I
GERM 112	Elementary German II

2. German Studies-related courses (12 s.h., of which at least 6 s.h. must be completed with UMUC), selected from courses such as:

GERM 333	German Life and Culture I
GERM 334	German Life and Culture II
HIST 141	Western Civilization I, <i>or</i>
HIST 142	Western Civilization II
HIST 336	Europe in the Nineteenth Century, 1815-1919, <i>or</i>
HIST 337	Europe in the World Setting of the Twentieth Century
HIST 440	Germany in the Nineteenth Century, 1815-1914
HIST 441	Germany in the Twentieth Century, 1914-Present



Appropriate courses in German culture, history, literature, and government and politics. Additional German language courses may not be applied to this portion of the certificate requirements.

Greek Studies Certificate

1. Language core courses (6 s.h.), to include:

MGRK 111 Elementary Greek I
MGRK 112 Elementary Greek II

2. Greek Studies-related courses (12 s.h., of which at least 6 s.h. must be completed with UMUC), selected from courses such as:

HIST 141 Western Civilization I, *or*
HIST 142 Western Civilization II
HIST 324 Classical Greece
HIST 325 Alexander the Great and the Hellenistic Age
HIST 336 Europe in the Nineteenth Century, 1815-1919, *or*
HIST 337 Europe in the World Setting of the Twentieth Century
HIST 443 Modern Balkan History
MGRK 333 Greek Life and Culture I
MGRK 334 Greek Life and Culture II

Appropriate courses in Greek culture, history, literature, and government and politics. Additional Greek language courses may not be applied to this portion of the certificate requirements.

Italian Studies Certificate

1. Language core courses (6 s.h.), to include:

ITAL 111 Elementary Italian I
ITAL 112 Elementary Italian II

2. Italian Studies-related courses (12 s.h., of which at least 6 s.h. must be completed with UMUC), selected from courses such as:

ARTH 260 History of Art, *or*
ARTH 261 History of Art
HIST 141 Western Civilization I, *or*
HIST 142 Western Civilization II
HIST 326 The Roman Republic
HIST 327 The Roman Empire
HIST 336 Europe in the Nineteenth Century, 1815-1919, *or*
HIST 337 Europe in the World Setting of the Twentieth Century
ITAL 333 Italian Life and Culture I
ITAL 334 Italian Life and Culture II

Appropriate courses in Italian culture, history, literature, and government and politics. Additional Italian language courses may not be applied to this portion of the certificate requirements.

Russian Studies Certificate

1. Language core courses (6 s.h.), to include:

RUSS 111 Elementary Russian I
RUSS 112 Elementary Russian II

2. Russian Studies-related courses (12 s.h., of which at least 6 s.h. must be completed with UMUC), selected from courses such as:

GVPT 451 Foreign Policy of Russia and the Former U.S.S.R.
HIST 141 Western Civilization I, *or*
HIST 142 Western Civilization II
HIST 237 Russian Civilization
HIST 336 Europe in the Nineteenth Century, 1815-1919, *or*
HIST 337 Europe in the World Setting of the Twentieth Century
HIST 344 The Russian Revolution of 1917
HIST 442 The Soviet Union
RUSS 333 Russian Life and Culture I
RUSS 334 Russian Life and Culture II

Appropriate courses in Russian culture, history, literature, and government and politics. Additional Russian language courses may not be applied to this portion of the certificate requirements.

Spanish Studies Certificate

1. Language core courses (6 s.h.), to include:

SPAN 111 Elementary Spanish I
SPAN 112 Elementary Spanish II

2. Spanish Studies-related courses (12 s.h., of which at least 6 s.h. must be completed with UMUC), selected from courses such as:

HIST 141 Western Civilization I, *or*
HIST 142 Western Civilization II
HIST 336 Europe in the Nineteenth Century, 1815-1919, *or*
HIST 337 Europe in the World Setting of the Twentieth Century
SPAN 321 Survey of Spanish Literature: 12th-17th Century
SPAN 322 Survey of Spanish Literature: 18th-20th Century
SPAN 333 Spanish Life and Culture I
SPAN 334 Spanish Life and Culture II

Appropriate courses in Spanish culture, history, literature, and government and politics. Additional Spanish language courses may not be applied to this portion of the certificate requirements.

Turkish Studies Certificate

1. Language core courses (6 s.h.), to include:

TURK 111 Elementary Turkish I
TURK 112 Elementary Turkish II

2. Turkish Studies-related courses (12 s.h., of which at least 6 s.h. must be completed with UMUC), selected from courses such as:

HIST 141 Western Civilization I, *or*
HIST 142 Western Civilization II
HIST 336 Europe in the Nineteenth Century, 1815-1919, *or*
HIST 337 Europe in the World Setting of the Twentieth Century
HIST 392 History of the Contemporary Middle East
HIST 491 History of the Ottoman Empire
TURK 333 Turkish Life and Culture I
TURK 334 Turkish Life and Culture II

Appropriate courses in Turkish culture, history, literature, and government and politics. Additional Turkish language courses may not be applied to this portion of the certificate requirements.

Women's Studies Certificate

The program leading to the Women's Studies Certificate focuses on the experiences, needs, expectations and contributions of women. The certificate is also designed to enhance student preparation for social and personnel work in both military and civilian life. To qualify for the certificate, the student must complete the following courses:

1. General education courses (12 s.h.), to include:

ENGL 101 Introduction to Writing
Additional 3 s.h. of writing or applied speech

Social science courses (6 s.h.). Recommended:

PSYC 100 Introduction to Psychology
SOCY 100 Introduction to Sociology

2. Women's Studies-related courses (12 s.h., of which at least 6 s.h. must be completed with UMUC), selected from courses such as:

ENGL 250 Women in Literature
ENGL 348 Literary Works by Women
HIST 211 Women in America Since 1880
HIST 458 Selected Topics in Women's History
PSYC 336 Psychology of Women
SOCY 325 Sociology of Gender
WMST 200 Introduction to Women's Studies
WMST 298, 398, 498 Special Topics in Women's Studies

Other appropriate courses relating to women in history, literature, professional life, and government and politics.

3. Electives (6 s.h.) selected in accordance with the student's interests and goals.

DEGREES

The European Division offers programs of study leading to University of Maryland University College associate degrees and bachelor's degrees. Course offerings vary from Education Center to Education Center, and students should consult with their local center about programs offered in their community.

General Education Requirements (GER)

The General Education Requirements are part of all University of Maryland University College associate and baccalaureate degree programs. The GER include *thirty semester hours* of credit in courses selected to provide a solid cultural and intellectual foundation for the remainder of the student's education.

SUMMARY OF THE GENERAL EDUCATION REQUIREMENTS

- | | |
|--|---------|
| 1. COMMUNICATION | 9 s.h. |
| to include: | |
| ENGL 101 Introduction to Writing (3 s.h.)—Must be taken within first 16 s.h. with Maryland. | |
| One additional course in writing (3 s.h.) | |
| A third course in writing or speech (3 s.h.) | |
| 2. MATHEMATICS/SCIENCE/STATISTICS | 9 s.h. |
| to include: | |
| One course in mathematics (3 s.h.) | |
| Additional course work (6 s.h.) selected from: | |
| Natural Sciences (Astronomy, Biology, Botany, Chemistry, Entomology, Geology, Physics, Zoology), | |
| Mathematics or Statistics. | |
| 3. ARTS AND HUMANITIES | 6 s.h. |
| selected from courses in the following areas: | |
| Fine Arts (Arts, Dance, Music, Theater), History, Humanities, Literature, Philosophy | |
| 4. SOCIAL SCIENCES | 6 s.h. |
| selected from courses in the following areas: | |
| Anthropology, Economics, Geography, Government and Politics, Psychology, Sociology | |
| TOTAL | 30 s.h. |

ASSOCIATE DEGREES

Associate in Arts degrees were introduced by Maryland in 1951. Students in the European Division may pursue associate degrees in Accounting, Business and Management, Computer Studies, Management Studies, General Curriculum, or Foreign Language Area Studies (British, German, Greek, Italian, Russian, Spanish, or Turkish). Associate degrees are not terminal programs for students who wish to continue toward bachelor's degrees. Associate in arts degrees offered by the University of Maryland University College have four common requirements, as highlighted in the following box.

ASSOCIATE DEGREE COMMON REQUIREMENTS

1. The completion of the 30-semester-hour General Education Requirements.
2. A total of 60 semester hours, including at least 15 semester hours with UMUC.
3. A cumulative grade point average of at least 2.0 (C) for the courses completed with UMUC and a grade of at least "C" in each core and discipline-related course.
4. The completion of a 1-semester-hour course in university library skills (LIBS 100) within the student's elective courses. Must be taken within a student's first 16 s.h. with Maryland.

Associate in Arts
General Curriculum

The Associate in Arts, General Curriculum is for adult students who wish to pursue their own educational goals. They may do this by combining related courses from several disciplines, exploring several interests at once, or choosing a variety of courses from throughout the European Division program. Students in this program accept responsibility for developing a curriculum that meets their specific objectives. European Division academic advisors are pleased to assist students in arranging their programs.

- 1. General Education Requirements (30 s.h.).
- 2. Electives (30 s.h. to complete the required 60 s.h.), including LIBS 100 Introduction to University Library Skills (1 s.h.) and additional courses in accordance with the student's interests and goals.

Business and Management
Associate Degrees

Associate in Arts,
Management Studies

- 1. General Education Requirements (30 s.h.).
- 2. Management-related courses (18 s.h., of which at least 9 s.h. must be completed with UMUC), selected from:
 - BMGT All Business and Management courses
 - CAPP All Computer Applications courses
 - CMIS All Computer and Information Science courses
 - COMP 390 Advanced Communications for Business and the Professions
 - ECON All Economics courses
 - GNST 201 Introductory Statistics
 - GVPT 210 Introduction to Public Administration and Policy
 - IFSM All Information Systems Management courses
 - MGST All Management Studies courses
 - PSYC 221 Social Psychology
 - PSYC 361 Survey of Industrial and Organizational Psychology
 - SBUS All Small Business courses
 - SOCY 462 Industrial Sociology
 - SPCH 107 Technical Speech Communication
- 3. Electives (12 s.h.), including LIBS 100 Introduction to University Library Skills (1 s.h.) and additional course(s), either management-related or in other discipline(s), selected in accordance with the student's interests and goals.

Associate in Arts,
Business and Management

- 1. General Education Requirements (30 s.h.). *Note:* To satisfy the mathematics requirement, students must complete MATH 107.
- 2. Business and Management courses (24 s.h., of which at least 9 s.h. must be completed with UMUC).
 - a) Business core courses (15 s.h., of which 6 s.h. must be taken with UMUC). The student selects *five* of the following *seven* courses:
 - BMGT 110 Introduction to Business and Management
 - BMGT 220 Principles of Accounting I
 - BMGT 221 Principles of Accounting II
 - CAPP/CMIS/IFSM One 3-s.h. Computer Studies course
 - ECON 201 Principles of Economics-Macro
 - or
 - ECON 205 Fundamentals of Economics
 - ECON 203 Principles of Economics-Micro
 - GNST 201 Introductory Statistics
 - b) Management-related courses (9 s.h.), selected from:
 - BMGT All Business and Management courses
 - CAPP All 3 s.h. Computer Applications courses
 - CMIS All Computer and Information Science courses
 - ECON All Economics courses
 - GNST 201 Introductory Statistics
 - GVPT 210 Introduction to Public Administration and Policy
 - IFSM All Information Systems Management courses
 - MGST All Management Studies courses
 - PSYC 221 Social Psychology
 - PSYC 361 Survey of Industrial and Organizational Psychology
 - SBUS All Small Business courses
 - SOCY 462 Industrial Sociology
 - SPCH 107 Technical Speech Communication
- 3. Electives (6 s.h.), including LIBS 100 Introduction to University Library Skills (1 s.h.) and additional course(s), either management-related or in other discipline(s), selected in accordance with the student's interests and goals.

Associate in Arts, Accounting

- 1. General Education Requirements (30 s.h.). *Note:* To satisfy the mathematics requirement, students must complete MATH 107.
- 2. Accounting courses (27 s.h., of which at least 9 s.h. must be completed with UMUC):
 - a) Accounting core courses (15 s.h., of which at least 6 s.h. must be taken with UMUC) selected from:
 - BMGT 220 Principles of Accounting I
 - BMGT 221 Principles of Accounting II

- BMGT 310 Intermediate Accounting I
- BMGT 311 Intermediate Accounting II
- BMGT 321 Cost Accounting
- BMGT 323 Income Tax Accounting
- BMGT 340 Business Finance
- BMGT Any upper-level course in accounting or finance
- MGST 320 Governmental Accounting

- b) Accounting-related courses (12 s.h.), selected from:
 - BMGT 110 Intro to Business and Management
 - BMGT 380 Business Law I
 - BMGT 381 Business Law II
 - CAPP 340 Computer Applications in Management
 - CMIS 102 Introduction to Computing Using Pascal
 - ECON 201 Principles of Economics-Macro
 - or
 - ECON 205 Fundamentals of Economics
 - ECON 203 Principles of Economics-Micro
 - GNST 201 Introductory Statistics
 - MGST 120 Fundamentals of the Accounting Process
- 3. Electives (3 s.h.), including LIBS 100 Introduction to University Library Skills (1 s.h.) and additional course(s), either accounting core, accounting-related, or in other discipline(s), selected in accordance with the student's interests and goals.

Associate in Arts
Computer Studies

(Note: Please see the Course Information/Computer Studies section of this *Catalog* for important information on course sequences and prerequisites.)

- 1. General Education Requirements (30 s.h.). For the mathematics requirement, the student must complete MATH 107.
- 2. Computer Studies-related courses (15 s.h., of which at least 9 s.h. must be completed with UMUC), to include:
 - a) The following two core courses:
 - CMIS 102 Introduction to Computing Using Pascal
 - CMIS 150 Programming in Pascal
 - b) At least one of the following:
 - CMIS 250 Data Structures Using Pascal
 - CMIS 270 Introduction to Computer Systems and Architecture
 - IFSM 202 Systems Analysis Methods
 - c) As necessary, course work to complete the required 15 s.h., from courses such as:
 - CAPP 100A Introduction to Microcomputers: Hardware and Software
 - CAPP 100B Introduction to Microcomputers: Word Processing

CAPP 100D	Introduction to Microcomputers: Presentation Graphics
CAPP 100E	Introduction to Microcomputers: Networks and Communication
CAPP 100F	Introduction to Microcomputers: Databases
CAPP 100G	Introduction to Microcomputers: Spreadsheets
CAPP 100I	Introduction to Microcomputers: Desktop Publishing
CAPP 100J	Introduction to Microcomputers: Security and Viruses
CAPP 100K	Introduction to Microcomputers: The Internet
CAPP 120	Introduction to Microcomputers: Advanced Operating Systems
CAPP 340	Computer Applications in Management
CAPP 380	Artificial Intelligence
CMIS	Any Computer and Information Science Course
IFSM 201	Introduction to Computer-Based Systems
IFSM	Any other Information Systems Management Course

- Electives (up to 15 s.h. to complete the required 60 s.h.), including LIBS 100 Introduction to University Library Skills (1 s.h.) and additional courses in Computer Studies or other discipline(s) selected in accordance with the student's interests and goals.

Foreign Language Area Studies Associate Degrees

Foreign Language Area Studies associate degrees give students the opportunity to focus on the life and culture of a particular European country, normally the country in which they live. The associate degree is part of a broader Maryland Foreign Language Area Studies program, which also has options at the certificate level. The specific course requirements for each Foreign Language Area Studies associate degree follow:

Associate in Arts, British Studies

- General Education Requirements (30 s.h.).
- British Studies-related courses (21 s.h., of which at least 9 s.h. must be completed with UMUC), selected from courses such as:

ENGL 211	English Literature from the Beginning to 1800
ENGL 212	English Literature from 1800 to the Present
ENGL 402	Chaucer
ENGL 403	Shakespeare-Early Period
ENGL 404	Shakespeare-Late Period
GNED 288	Introduction to British Culture
HIST 141	Western Civilization I. <i>or</i>
HIST 142	Western Civilization II
HIST 234	History of England and Great Britain I

HIST 235	History of England and Great Britain II
HIST 430	Tudor England
HIST 431	Stuart England
HIST 432	Britain in the 18th Century
HIST 433	Modern Britain

Appropriate courses in British culture, history, literature, and government and politics.

- Electives (9 s.h.), including LIBS 100 Introduction to University Library Skills (1 s.h.) and additional course(s) in British Studies-related courses or other discipline(s) selected in accordance with the student's interests and goals.

Associate in Arts, German Studies

- General Education Requirements (30 s.h.).
- Language core courses (12 s.h.), to include:

GERM 111	Elementary German I
GERM 112	Elementary German II
GERM 114	Intermediate German I
GERM 115	Intermediate German II

- German Studies-related courses (15 s.h., of which at least 9 s.h. must be completed with UMUC), selected from courses such as:

GERM 333	German Life and Culture I
GERM 334	German Life and Culture II
HIST 141	Western Civilization I. <i>or</i>
HIST 142	Western Civilization II
HIST 336	Europe in the Nineteenth Century, 1815-1919, <i>or</i>
HIST 337	Europe in the World Setting of the Twentieth Century
HIST 440	Germany in the Nineteenth Century, 1815-1914
HIST 441	Germany in the Twentieth Century, 1914-Present

Appropriate courses in German culture, history, literature, and government and politics. Additional German language courses may not be applied to this portion of the associate degree requirements.

- Electives (3 s.h.), including LIBS 100 Introduction to University Library Skills (1 s.h.) and additional course(s) in German Studies-related courses or other discipline(s) selected in accordance with the student's interests and goals.

Associate in Arts, Greek Studies

- General Education Requirements (30 s.h.).
- Language core courses (12 s.h.), to include:

MGRK 111	Elementary Greek I
MGRK 112	Elementary Greek II
MGRK 114	Intermediate Greek I
MGRK 115	Intermediate Greek II

- Greek Studies-related courses (15 s.h., of which at least 9 s.h. must be completed with UMUC), selected from courses such as:

HIST 141	Western Civilization I. <i>or</i>
HIST 142	Western Civilization II
HIST 324	Classical Greece
HIST 325	Alexander the Great and the Hellenistic Age
HIST 336	Europe in the Nineteenth Century, 1815-1919, <i>or</i>
HIST 337	Europe in the World Setting of the Twentieth Century
HIST 443	Modern Balkan History
MGRK 333	Greek Life and Culture I
MGRK 334	Greek Life and Culture II

Appropriate courses in Greek culture, history, literature, and government and politics. Additional Greek language courses may not be applied to this portion of the associate degree requirements.

- Electives (3 s.h.), including LIBS 100 Introduction to University Library Skills (1 s.h.) and additional course(s) in Greek Studies-related courses or other discipline(s) selected in accordance with the student's interests and goals.

Associate in Arts, Italian Studies

- General Education Requirements (30 s.h.).
- Language core courses (12 s.h.), to include:

ITAL 111	Elementary Italian I
ITAL 112	Elementary Italian II
ITAL 114	Intermediate Italian I
ITAL 115	Intermediate Italian II

- Italian Studies-related courses (15 s.h., of which at least 9 s.h. must be completed with UMUC), selected from courses such as:

ARTH 260	History of Art, <i>or</i>
ARTH 261	History of Art
HIST 141	Western Civilization I. <i>or</i>
HIST 142	Western Civilization II
HIST 326	The Roman Republic
HIST 327	The Roman Empire
HIST 336	Europe in the Nineteenth Century, 1815-1919, <i>or</i>
HIST 337	Europe in the World Setting of the Twentieth Century
ITAL 333	Italian Life and Culture I
ITAL 334	Italian Life and Culture II

Appropriate courses in Italian culture, history, literature, and government and politics. Additional Italian language courses may not be applied to this portion of the associate degree requirements.

- Electives (3 s.h.), including LIBS 100 Introduction to University Library

Skills (1 s.h.) and additional course(s) in Italian Studies-related courses or other discipline(s) selected in accordance with the student's interests and goals.

Associate in Arts, Russian Studies

1. General Education Requirements (30 s.h.).
2. Language core courses (12 s.h.), to include:

RUSS 111	Elementary Russian I
RUSS 112	Elementary Russian II
RUSS 114	Intermediate Russian I
RUSS 115	Intermediate Russian II

3. Russian Studies-related courses (15 s.h., of which at least 9 s.h. must be completed with UMUC), selected from courses such as:

GVPT 451	Foreign Policy of Russia and the Former U.S.S.R.
HIST 141	Western Civilization I, <i>or</i>
HIST 142	Western Civilization II
HIST 237	Russian Civilization
HIST 336	Europe in the Nineteenth Century, 1815-1919, <i>or</i>
HIST 337	Europe in the World Setting of the Twentieth Century
HIST 344	The Russian Revolution of 1917
HIST 442	The Soviet Union
RUSS 333	Russian Life and Culture I
RUSS 334	Russian Life and Culture II

Appropriate courses in Russian culture, history, literature, and government and politics. Additional Russian language courses may not be applied to this portion of the associate degree requirements.

4. Electives (3 s.h.), including LIBS 100 Introduction to University Library Skills (1 s.h.) and additional course(s) in Russian Studies-related courses or other discipline(s) selected in accordance with the student's interests and goals.

Associate in Arts, Spanish Studies

1. General Education Requirements (30 s.h.).
2. Language core courses (12 s.h.), to include:

SPAN 111	Elementary Spanish I
SPAN 112	Elementary Spanish II
SPAN 114	Intermediate Spanish I
SPAN 115	Intermediate Spanish II

3. Spanish Studies-related courses (15 s.h., of which at least 9 s.h. must be completed with UMUC), selected from courses such as:

HIST 141	Western Civilization I, <i>or</i>
HIST 142	Western Civilization II

HIST 336	Europe in the Nineteenth Century, 1815-1919, <i>or</i>
HIST 337	Europe in the World Setting of the Twentieth Century
SPAN 321	Survey of Spanish Literature: 12th-17th Century
SPAN 322	Survey of Spanish Literature: 18th-20th Century
SPAN 333	Spanish Life and Culture I
SPAN 334	Spanish Life and Culture II

Appropriate courses in Spanish culture, history, literature, and government and politics. Additional Spanish language courses may not be applied to this portion of the associate degree requirements.

4. Electives (3 s.h.), including LIBS 100 Introduction to University Library Skills (1 s.h.) and additional course(s) in Spanish Studies-related courses or other discipline(s) selected in accordance with the student's interests and goals.

Associate in Arts, Turkish Studies

1. General Education Requirements (30 s.h.).
2. Language core courses (12 s.h.), to include:

TURK 111	Elementary Turkish I
TURK 112	Elementary Turkish II
TURK 114	Intermediate Turkish I
TURK 115	Intermediate Turkish II

3. Turkish Studies-related courses (15 s.h., of which at least 9 s.h. must be completed with UMUC), selected from courses such as:

HIST 141	Western Civilization I, <i>or</i>
HIST 142	Western Civilization II
HIST 336	Europe in the Nineteenth Century, 1815-1919, <i>or</i>

HIST 337	Europe in the World Setting of the Twentieth Century
HIST 392	History of the Contemporary Middle East
HIST 491	History of the Ottoman Empire
TURK 333	Turkish Life and Culture I
TURK 334	Turkish Life and Culture II

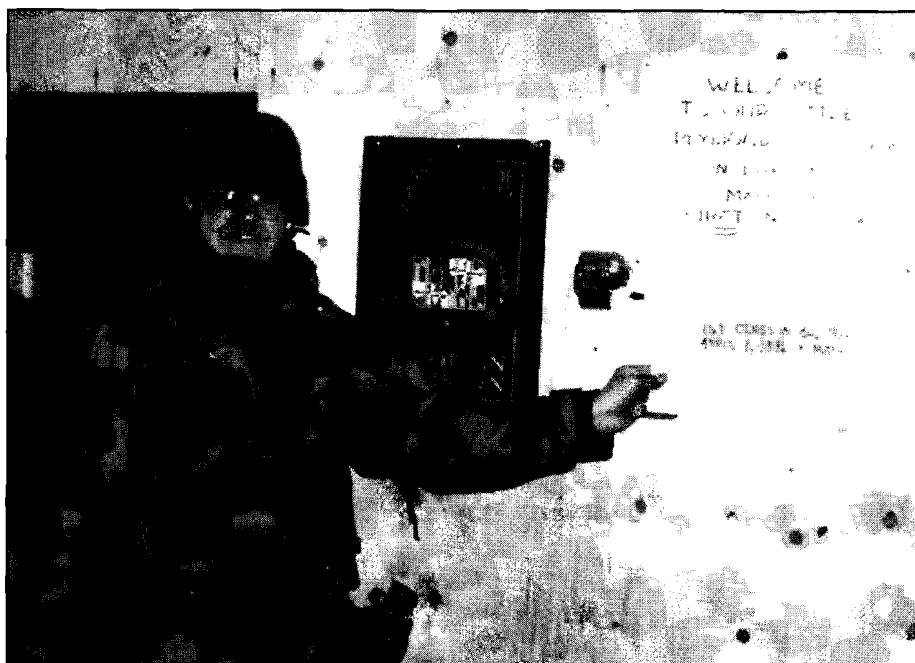
Appropriate courses in Turkish culture, history, literature, and government and politics. Additional Turkish language courses may not be applied to this portion of the associate degree requirements.

4. Electives (3 s.h.), including LIBS 100 Introduction to University Library Skills (1 s.h.) and additional course(s) in Turkish Studies-related courses or other discipline(s) selected in accordance with the student's interests and goals.

Second Associate Degree

A student who holds an associate degree from UMUC or another regionally accredited college or university can earn a second *more specialized* degree by (1) requesting an Official Evaluation for the second degree before enrolling in applicable course work, (2) completing at least 15 additional s.h. with UMUC (including at least 9 s.h. in the core area), and (3) fulfilling all degree requirements in effect at the time of the Official Evaluation for the second degree.

If the second associate degree is in the same field as the first, the second associate degree must be in a more specialized sub-discipline of the field.



BACHELOR'S DEGREES

Bachelor of Science (B.S.) and Bachelor of Arts (B.A.)

The University of Maryland University College offers a comprehensive undergraduate program in Europe which features courses from many academic subject areas. It is most feasible for European Division students to complete bachelor's degrees in the following disciplines: anthropology (B.S. or B.A.), art history (B.A. only), business and management (B.S. or B.A.), computer studies (B.S. or B.A.), criminology/criminal justice (B.S. or B.A.), economics (B.S. or B.A.), English (B.A. only), foreign languages (B.A. only), government and politics (B.S. or B.A.), history (B.A. only), management studies (B.S. or B.A.), philosophy (B.A. only), psychology (B.S. or B.A.), and sociology (B.S. or B.A.). While these are the most feasible baccalaureate specializations in Europe, students who have also taken appropriate courses with UMUC in Asia or in the United States are able to complete any UMUC bachelor's degree through study in the European Division.

General Baccalaureate Requirements

Although curriculum requirements vary with the degree pursued, the following requirements pertain to all bachelor's degrees.

1. Completion of a minimum of 120 semester hours (s.h.), at least 45 of which must be upper-level credit.
2. A 2.00 (C) grade point average in all UMUC course work.
3. Completion of 30 s.h. with the University of Maryland University College at any of UMUC's worldwide locations.
4. At least 15 s.h. of upper-level credit with UMUC.
5. Completion of the General Education Requirements (GER) as outlined in the Degrees section of this *Catalog*.
6. At least 3 s.h. in computer-related courses. All computer courses are applicable.
7. At least 12 s.h. of communications, including 9 s.h. of writing courses, of which 6 s.h. are part of the GER Communications requirement. ENGL 101 must be taken within a student's first 16 s.h. with Maryland. The writing courses must include:
 - a. At least 6 s.h. earned in courses that focus on writing.
 - b. At least 3 s.h. of upper-level credit.
8. One natural science course (3 s.h. or more). This may, but need not, be part of the Math/Science/Statistics GER requirement.
9. One "Historic-context" course (3 s.h. or more) that provides knowledge of events and achievements through time. This course may, but need not, be part of the Arts and Humanities or Social Sciences GER requirement. "Historic-context" courses which fulfill this requirement, including all history (HIST) courses and a number of courses from other disciplines, are identified with the symbol of an hourglass in the "Course Information" chapter of this *Catalog*.
10. One "Global-context" course (3 s.h. or more) that provides acquaintance with a foreign culture. This course may, but need not, be part of the Arts and Humanities or Social Sciences GER requirements. "Global-context" courses which fulfill this requirement, including all life and culture courses (e.g., GERM 333, 334 German Life and Culture) and a number of other courses in the government, history or literature of countries other than the United States, are identified with the symbol of a globe in the "Course Information" chapter of this *Catalog*. Students may also fulfill this requirement by completing 6 s.h. of one foreign language which may, but need not, be part of the B.A. foreign-language requirements.
11. For students with a primary specialization in any of the social sciences (anthropology, economics, government and politics, criminology/criminal justice, psychology or sociology), at least 3 s.h. in statistics. This may, but need not, be part of the GER Math/Science/Statistics requirement.
12. Special requirements for the Bachelor of Science and Bachelor of Arts degrees:
 - B.S.: 12 s.h. of courses in, or related to, the specializations.
 - B.A.: 12 s.h. of foreign language, normally in one language, or demonstrated proficiency at the intermediate level in one language. Students who have completed three years of one language or two years each of two different languages in high school may instead elect 12 s.h. of courses related to their specializations.
13. Primary and Secondary Areas of Specialization (45 s.h. total):
 - a. Primary Specialization: 24 s.h. in courses from one academic discipline; however, in certain specializations, approved interdisciplinary courses can be applied. At least 15 s.h. of the primary specialization must be in upper-level courses (numbered 300-499). At least 9 s.h. must be with the University of Maryland University College.
 - b. Secondary Specialization: 21 s.h. from one or more related disciplines, of which at least 15 s.h. must be upper-level courses. Courses must complement the primary specialization and be consistent with the student's degree objective.
 - c. At least 21 s.h. of the total courses in the primary and secondary specializations must be taken with the University of Maryland University College.
 - d. A maximum of 6 s.h. of credit earned through 1 s.h. seminars may be applied to the primary and/or secondary specializations.
 - e. A minimum grade of C (2.00) must be earned for each course to be placed in the primary or secondary specialization.
14. Electives (33 s.h.):
 - a. The electives must include LIBS 100 Introduction to University Library Skills (1 s.h.), which must be taken within a student's first 16 s.h. with Maryland.
 - b. A minimum of 15 s.h. must be upper level (numbered 300-499).

SUMMARY OF BACHELOR'S DEGREE REQUIREMENTS

1. **General Education Requirements** 30 s.h.
(Same for B.S. and B.A.)

2. **Specializations** 45 s.h.
(Same for B.S. and B.A., including at least 21 s.h. with UMUC.)

Primary Area of Specialization (24 s.h.). The field in which the student develops particular competence. At least 15 s.h. must be at the upper level; at least 9 s.h. must be with UMUC; a grade of at least "C" must be earned in each primary area course.

Secondary Area of Specialization (21 s.h.). A block of courses that complements the student's work in the primary area. At least 15 s.h. must be at the upper level; a grade of at least "C" must be earned in each secondary area course.

Students may apply up to 6 s.h. of credit earned through 1 s.h. seminars in the PAS/SAS.

3. **Related Courses** or **Foreign Language Courses** 12 s.h.
For B.S. degrees: 12 s.h. in one or more disciplines related to the specializations
For B.A. degrees: 12 s.h. of one foreign language

4. **Electives** 33 s.h.
(Same for B.S. and B.A.)

The electives must include LIBS 100 Introduction to University Library Skills (1 s.h.). At least 15 s.h. must be at the upper level.

- TOTAL** 120 s.h.

A cumulative grade point average of at least 2.0 (C) for the 120 s.h. A total of 12 s.h. of communications, at least 9 s.h. of which must be writing including 6 s.h. through writing course work and at least 3 s.h. at the upper level. ENGL 101 and LIBS 100 must be taken within a student's first 16 s.h. with Maryland. At least 3 s.h. in computer-related courses. One natural science course (3 s.h. or more). For social-science specializations, at least 3 s.h. in statistics. At least one historic-context course (3 s.h. or more), and either one global-context course (3 s.h. or more) or 6 s.h. of one foreign language. The minimum amount of upper-level credit is 45 s.h., of which 15 s.h. must be taken with UMUC. The minimum amount of UMUC credit in the PAS/SAS is 21 s.h., of which 9 s.h. must be in the PAS. The UMUC bachelor's degree residency requirement is 30 s.h.



Bachelor's Degree Programs in Business and Management and in Computer Studies

In the professional fields of Business and Management and Computer Studies, the University of Maryland University College offers a range of programs in which European Division students can earn bachelor's degrees. Depending on personal and career goals, students can select either interdisciplinary or specialized programs. To complete one of these degree programs, a student must fulfill *both* the common bachelor's degree requirements previously described *and* the appropriate program requirements described in this section.

Note: While students in specialized Business and Management and Computer Studies baccalaureate programs take specific required courses in addition to those used as part of the Primary Area of Specialization, this does not increase the total number of s.h. (120) for the degree. The additional required courses are applied to the Secondary Area of Specialization, the General Education Requirements, the Related and/or Elective courses.

Business and Management Bachelor's Degrees

Management Studies

Management Studies is a multi-disciplinary specialization which allows students to structure their own program of study by selecting and combining relevant management-related courses. It meets the needs of adult students who already hold managerial positions and wish to improve their performance, or prepare themselves for new responsibilities, a promotion, or career change.

Thus, military or civilian personnel who need to develop broad administrative and management skills should consider earning a Primary Area of Specialization in Management Studies by selecting from such courses as:

BMGT	All Business and Management courses
CAPP	All 3 s.h. Computer Applications courses
CMIS	All Computer and Information Science courses
ECON	All Economics courses
GNST 201	Introductory Statistics
GVPT 210	Introduction to Public Administration and Policy
IFSM	All Information Systems Management courses
MGST	All Management Studies courses
PSYC 221	Social Psychology
PSYC 361	Survey of Industrial and Organizational Psychology
SBUS	All Small Business courses
SOCY 462	Industrial Sociology
SPCH 107	Technical Speech Communication

Business and Management, General Curriculum

Business and Management, General Curriculum is a more structured degree program for students who want a broad, yet solid, foundation in business and management. As part of their degree program, students are required to select a number of courses — both at the freshman/sophomore and junior/senior levels — from a defined set of business core courses.

Persons interested in developing a strong, well-rounded business and management background should consider earning a Primary Area of Specialization in Business and Management, General Curriculum by including the following courses, with a grade of at least "C" in each core course.

1. The following seven business core courses: (Students are strongly encouraged to start with BMGT 110.)

BMGT 110	Introduction to Business and Management
BMGT 220	Principles of Accounting I
BMGT 221	Principles of Accounting II
ECON 201	Principles of Economics-Macro
or	
ECON 205	Fundamentals of Economics
ECON 203	Principles of Economics-Micro
GNST 201	Introductory Statistics
CAPP/CMIS/IFSM	One 3 s.h. Computer Studies course

2. An upper-level course from *four* of the following *seven* major areas of business:

- a) Computer/Information Systems

Any upper-level CAPP, CMIS or IFSM course

- b) Finance and Accounting

BMGT 340 or any upper-level finance or accounting course

- c) Marketing

BMGT 350 or any upper-level marketing course

- d) Management

BMGT 364, 385, 392, 464

- e) Personnel and Labor Relations

BMGT 360, 362, 460

- f) Law

BMGT 380, 381, 462, 480

- g) Business and Society

BMGT 482, 496

3. To satisfy the mathematics requirement, students must complete MATH 107.
4. From all sources, a minimum of 21 s.h. must carry the BMGT designator.

Business and Management, Specialized Curricula

Available at larger centers where selected, Business and Management, Specialized Curricula are highly structured degree programs designed for students who wish to specialize in *Accounting, Marketing, or Management/Personnel and Labor Relations*. Students are required to complete — in addition to a business and management core of 45 s.h. — 18 to 24 s.h. of designated upper-level courses in their specialization.

Students who wish to take the CPA examination should determine the educational requirements in their home state.

Students must fulfill all baccalaureate requirements, including within his or her program the following courses, with a grade of at least "C" in each core course.

1. Business Core Courses (45 s.h.) to include:

- a) Freshman-Sophomore Requirements:

BMGT 220	Principles of Accounting I
BMGT 221	Principles of Accounting II
CAPP/CMIS/IFSM	One 3 s.h. Computer Studies course
ECON 201	Principles of Economics-Macro
ECON 203	Principles of Economics-Micro
GNST 201	Introductory Statistics
MATH 130/131	Calculus A/Calculus B
SPCH 100	Foundations of Speech Communication, <i>or</i>
SPCH 107	Technical Speech Communication

- b) Junior-Senior Requirements:

BMGT 340	Business Finance
BMGT 350	Marketing Principles and Organization
BMGT 364	Management and Organization Theory
BMGT 380	Business Law I
BMGT 482	Business and Government, <i>or</i>
BMGT 496	Business Ethics and Society
CAPP 340	Computer Applications in Management
ECON	Any 300/400-level Economics course

2. Specialization Courses (18-24 s.h.) from *one* of the following specialization fields:

Accounting:

All of the following courses:

- BMGT 310 Intermediate Accounting I
- BMGT 311 Intermediate Accounting II
- BMGT 321 Cost Accounting
- BMGT 323 Income Tax Accounting

Three of the following courses:

- BMGT 325 Accounting Systems
- BMGT 417 Advanced Tax Accounting
- BMGT 422 Auditing Theory and Practice
- BMGT 424 Advanced Accounting
- MGST 320 Governmental Accounting

Management/Personnel and Labor Relations

All of the following courses:

- BMGT 360 Human Resource Management
- BMGT 362 Labor Relations
- BMGT 460 Human Resource Management: Analysis and Problems
- BMGT 462 Employment Law for Business
- BMGT 464 Organizational Behavior

One of the following courses:

- BMGT 385 Production Management
- MGST 310 Managerial Leadership
- MGST 315 Organizational Communications
- PSYC 361 Survey of Industrial and Organizational Psychology
- SOCY 462 Industrial Sociology

Marketing:

All of the following courses:

- BMGT 354 Promotion Management
- BMGT 451 Consumer Analysis
- BMGT 452 Marketing Research Methods
- BMGT 457 Marketing Policies and Strategies

Two of the following courses:

- BMGT 353 Retail Management
- BMGT 453 Industrial Marketing
- BMGT 454 International Marketing
- BMGT 455 Sales Management
- BMGT 456 Advertising

Computer Studies Bachelor's Degrees

Computer Studies

For the degree in Computer Studies, students can select from a number of CMIS and IFSM courses. At larger locations, this enables students to tailor a degree that fits their professional goals. At smaller locations where the variety of courses may be fewer, this improves students' chances of completing degree requirements. In either situation it is important that students satisfy necessary prerequisites before enrolling in each course.

To qualify for a B.S. or B.A. in Computer Studies, a student must fulfill all

baccalaureate requirements with a program that includes the following courses, with a grade of at least "C" in each course.

1. Courses (33 s.h.) to include:

a) The following two core courses:

- CMIS 102 Introduction to Computing Using Pascal
- CMIS 150 Programming in Pascal

b) One course from the following:

- CMIS 250 Data Structures Using Pascal
- CMIS 270 Introduction to Computer Systems and Architecture
- IFSM 202 Systems Analysis Methods

c) Twenty-four (24) s.h. selected from (may also include two additional courses from section 1b above):

- CMIS 305 Introduction to Ada
- CMIS 315 Programming and Applications in C
- CMIS 320 Database Systems
- CMIS 325 The UNIX Operating System
- CMIS 370 Data Communications
- CMIS 415 Advanced UNIX and C
- CMIS 420 Applications of Relational Database Systems
- CMIS 435 Computer Networking
- CMIS 445 Distributed Systems
- IFSM 201 Introduction to Computer-Based Systems
- IFSM 303 Human Factors in Information Systems
- IFSM 304 Ethical Issues in Information Systems
- IFSM 310 Software and Hardware Concepts
- IFSM 320 Office Automation
- IFSM 425 Decision Support and Expert Systems
- IFSM 430 Information Systems and Security
- IFSM 436 Structured Systems Analysis and Design
- IFSM 438 Project Management
- IFSM 450 Telecommunications Systems in Management

2. Mathematics Course (3 s.h.):

- MATH 107 Selected Topics in Algebra

Computer and Information Science

CMIS courses combine a conceptual approach with the development of software and the acquisition of varied programming skills, algorithm development, program design, system software and networking.

To qualify for a B.S. or B.A. in Computer and Information Science, a student must fulfill all baccalaureate requirements with a program that includes the following courses, with a grade of at least a "C" in each course.

1. CMIS courses (30 s.h.) to include:

a) The following three core courses:

- CMIS 102 Introduction to Computing Using Pascal
- CMIS 150 Programming in Pascal
- CMIS 250 Data Structures Using Pascal

b) Twenty-one (21) s.h. selected from courses such as:

- CMIS 270 Introduction to Computer Systems and Architecture
- CMIS 305 Introduction to Ada
- CMIS 315 Programming and Applications in C
- CMIS 320 Database Systems
- CMIS 325 The UNIX Operating System
- CMIS 370 Data Communications
- CMIS 415 Advanced UNIX and C
- CMIS 420 Applications of Relational Database Systems
- CMIS 435 Computer Networking
- CMIS 445 Distributed Systems

2. Mathematics Course (3 s.h.):

- MATH 107 Selected Topics in Algebra

Information Systems Management

IFSM courses are applications-oriented and prepare students for management applications and business-oriented decisions. An IFSM graduate will most likely interact both with organizational functions and with computer technology.

To qualify for a B.S. or B.A. in Information Systems Management, a student must fulfill all baccalaureate requirements with a program that includes the following courses, with a grade of at least "C" in each course.

1. IFSM courses (30 s.h.) to include:

a) The following three core courses:

- CMIS 102 Introduction to Computing Using Pascal
- CMIS 150 Programming in Pascal
- IFSM 202 Systems Analysis Methods

b) Twenty-one (21) s.h. selected from courses such as:

- IFSM 201 Introduction to Computer-Based Systems
- IFSM 303 Human Factors in Information Systems
- IFSM 304 Ethical Issues in Information Systems
- IFSM 310 Software and Hardware Concepts
- IFSM 320 Office Automation
- IFSM 425 Decision Support and Expert Systems
- IFSM 430 Information Systems and Security
- IFSM 436 Structured Systems Analysis and Design
- IFSM 438 Project Management
- IFSM 450 Telecommunications Systems in Management

2. Mathematics course (3 s.h.):

- MATH 107 Selected Topics in Algebra

Second Bachelor's Degree

A student who holds a baccalaureate degree from the University of Maryland University College or another regionally accredited college or university can earn a second baccalaureate degree with UMUC by meeting *all* of the following requirements:

1. Have a combined total of no fewer than 150 s.h. for both degrees.
2. Complete at least 30 s.h. with UMUC after the award of the first baccalaureate. (Note: Second baccalaureates in

Business and Management, Computer Studies, and Foreign Language normally involve more than 30 s.h. of new course work to meet the necessary prerequisites and requirements.)

3. If the second baccalaureate is in the same field as the first, the second degree must be in a more specialized sub-discipline of the field.
4. Meet all current Maryland degree requirements, including:

- a) Twenty-one to 24 s.h. of new course work in a new Primary Area of Specialization, of which 15 s.h. must be junior-senior level courses.
- b) Six to 9 s.h. of new course work applied to either the Related Courses requirement for a B.S. or Foreign Language Courses requirement for a B.A.



Maryland classes in
Bosnia-Herzegovina



COURSE INFORMATION

The most frequently taught courses in the European Division are listed in this section. When scheduling courses each term, the Area Directors coordinate with education centers to select the most appropriate courses to offer at each site. This selection is based upon size and assessed academic needs of the student population at the site, and upon availability of qualified lecturers.

Courses listed in the catalogs of other University of Maryland University College divisions and University of Maryland System institutions may also be offered by the European Division when demand warrants, qualified lecturers are available, and academic facilities (library, laboratory, etc.) are appropriate.

How Courses Are Listed

Courses are listed by academic department in alphabetical order. The number of semester hours of credit is shown in parentheses after the title of the course. Course numbers are designated as follows:

- | | | |
|---------|---|---|
| 100-199 | – | Primarily freshman courses |
| 200-299 | – | Primarily sophomore courses |
| 300-399 | – | Junior and senior courses |
| 400-499 | – | Junior and senior courses acceptable toward some graduate degrees |

The prerequisites listed for many courses indicate the level of knowledge expected before a student enrolls in the course. Faculty members are not expected to repeat course material covered in prerequisites.

Prerequisites are stated as courses. However, if a student completed a prerequisite course years ago or acquired the knowledge on the job, he or she may not have retained the necessary information. Therefore, each student is responsible for ensuring he or she has sufficient background to succeed in a course. Advisors, the course instructor, and other staff members are available to discuss the student's educational level.

Some courses can be taken for credit only in a specific sequence and it is the student's responsibility to make sure that this is followed. For example, GERM 111 cannot be taken for credit after the student has successfully completed GERM 112. Disciplines in which this most often occurs are foreign languages, mathematics, accounting and computer studies.


Writing ability equivalent to the completion of ENGL 101 plus another writing course should be considered prerequisite for any upper-level course (numbered 300 or higher). Mathematics proficiency at the MATH 101 level should be considered prerequisite to any course of a quantitative nature, such as Economics or Computer Studies, at the 200 level and above.

Some University of Maryland University College courses carry interdisciplinary credit, such as PSYC 221 Social Psychology. Because it focuses on aspects of social and group behavior, it may be accepted as Sociology (SOCY) credit for purposes of fulfilling Maryland certificate and degree requirements.

Anthropology

Anthropology is the academic discipline which helps us understand the human as a whole — animal, social being, literate being — from the very beginning of time and all over the world. The opportunity to study different cultures firsthand makes Anthropology a popular field with European Division students. Students generally use Anthropology courses in the GER, Elective and Secondary Area of Specialization portions of their degree programs. Students who plan Primary Areas of Specialization in a specific foreign language, Government and Politics, History, Psychology or Sociology find that Anthropology adds particular depth to their studies.

ANTH 101 Introduction to Anthropology - Archaeology and Physical Anthropology (3). General patterns of the development of human culture; the biological and morphological aspects of man/woman viewed in the cultural setting.

ANTH 102 Introduction to Anthropology - Cultural Anthropology and Linguistics (3). Social and cultural principles as exemplified in ethnographic descriptions. The study of language within the context of anthropology. 

ANTH 298 Special Topics in Anthropology and Archaeology (1-3). Special topics courses and seminars focusing upon problems and issues of relevance and general interest.

ANTH 389, 398 Special Topics in Anthropology and Archaeology (1-3). Special topics courses and seminars focusing upon problems and issues of relevance and general interest.

Art



Art History (ARTH) is committed to the study and scholarly interpretation of existing works of art from the prehistoric era to the present. Studio Art (ARTT) stresses the student's direct participation in the creation of works of art. Despite these distinctions, both fields are rooted in the concept of art as a humanistic experience, and share in the common aim of developing aesthetic sensitivity, understanding, and knowledge. European Division students have an unparalleled opportunity to experience the richness and profusion of Europe's artistic masterpieces. In addition to fulfilling requirements in the GER and Elective areas, ARTH and ARTT courses enhance Primary Areas of Specialization in English, History and Foreign Language.



ARTH 100 Introduction to Art (3). Basic tools of understanding visual art. This course stresses major approaches such as techniques, subject matter, form, and evaluation. Architecture, sculpture, painting, and graphic arts will be discussed.

ARTH 198 Special Topics in Art History (1-3). Special topics courses and seminars focusing upon problems and issues of relevance and general interest.



Global-context for B.A./B.S.

ARTH 260 History of Art (3). A survey of western art as expressed through architecture, sculpture and painting. Prehistoric to Renaissance.  

ARTH 261 History of Art (3). A survey of western art as expressed through architecture, sculpture and painting from the Renaissance to the present. *ARTH 260 is not a prerequisite for ARTH 261.*  

ARTH 398, 498 Special Topics in Art History (1-3). Special topics courses and seminars focusing upon problems and issues of relevance and general interest.

ARTT 100 Elements of Design (3). Principles and elements of design through manipulation and organization of materials in two and three dimensions.

ARTT 110 Elements of Drawing (3). An introductory course with a variety of media and related techniques. Problems based on still life, figure, and nature. Three additional hours per week of studio laboratory time are required. A laboratory and art materials fee may be charged.

Business and Management

To study the broad fields of business and management, students can select a variety of courses. **Business and Management (BMGT)** courses survey the traditional areas of accounting, business law, finance, management, marketing, and personnel/labor relations. **Small Business (SBUS)** courses provide the tools necessary first to plan for, and then to manage, small business ventures. **Management Studies (MGST)** courses focus on developing supervisory skills such as communication, leadership and delegation, which are skills students can readily apply and use in first-line managerial positions. As MGST courses draw heavily on case studies and the students' own work experience, these courses are particularly appropriate for students who have completed or are working toward a technical degree at the associate level or who have earned substantial credits for military or other work experience.

All BMGT and interdisciplinary courses carrying BMGT credit can be applied toward either a Management Studies or Business and Management Primary Area of Specialization. MGST and SBUS courses can be used as part of a Management Studies Primary Area of Specialization or as Related or Elective courses for the Business and Management degree options.

Students who elect either a Management Studies or Business and Management specialization should refer to the section "Degrees" for specific program requirements.

Business and Management and Small Business

BMGT 110 Introduction to Business and Management (3). A survey of the field of business, including its environment, organization, overall and functional management, and current issues and developments.

SBUS 200 Introduction to Small Business Management (3). An overview of the field of small business with special attention given to management approaches and processes. Students gain familiarity with the management and fiscal tools needed to develop a business plan for a small business venture.

BMGT 220, 221 Principles of Accounting I, II (3, 3). *Strongly recommended that MATH 101 be taken prior to these courses. Students with little or no academic/practical experience in accounting should consider taking MGST 120 prior to taking BMGT 220. BMGT 220 is the prerequisite for BMGT 221.* The principles of accounting for business enterprise and the use of accounting data in making business decisions.

Students enrolling in 300- or 400- level business and management courses are expected to have writing and study skills commensurate with junior/senior-level work.

BMGT 310, 311 Intermediate Accounting I, II (3, 3). *Prerequisites: BMGT 110 and BMGT 221. BMGT 310 is the prerequisite for BMGT 311. Students should be cautious about enrolling in BMGT 310 or BMGT 311. These are professional courses requiring intensive study and analysis and are not to be undertaken casually. Students who have not taken BMGT 221 within the last two years may have difficulty.* Comprehensive analysis of financial accounting topics related to financial statement preparation and external reporting. BMGT 311 is a continuation of BMGT 310.

BMGT 321 Cost Accounting (3). *Prerequisites: BMGT 110 and BMGT 221.* A study of the basic concepts of product costing and cost analysis for management planning and control. Emphasis is placed on the role of the accountant in organizational management, analysis of cost behavior, standard cost, budgeting, responsibility accounting and relevant costs for decision making.

BMGT 323 Income Tax Accounting (3). *Prerequisites: BMGT 110 and BMGT 221.* Introduction to the federal government's taxation of the income of individuals. Examination of tax laws by use of illustrative examples and problems.

BMGT 340 Business Finance (3). *Prerequisites: BMGT 110 and BMGT 221.* The principles and practices involved in the organization, financing, and rehabilitation of business enterprises; the various types of securities and their use in raising funds, apportioning income, risk, and control; intercorporate relations; and new developments. Emphasis on solution of problems of financial policy faced by management.

BMGT 350 Marketing Principles and Organization (3). *Prerequisite: BMGT 110 and ECON 203.* An introductory course in the field of marketing. Its purpose is to give a general understanding and appreciation of the forces operating, institutions employed, and methods followed in marketing a variety of goods and services. *A student can earn credit for only one of the following courses: BMGT 350, MGST 322, or MGST 410.*

BMGT 354 Promotion Management (3). *Prerequisites: BMGT 110 and BMGT 350.* The use of advertising, personal selling, sales promotions, and other methods in marketing programs. Case studies in the use and coordination of demand stimulation methods, analysis and planning. Research, testing and statistical control of promotional activities.

BMGT 360 Human Resource Management (3). *Prerequisite: BMGT 110.* The basic course in human resource management includes human resource planning, recruitment, selection, development, compensation, and appraisal of employees. Explores the impact of scientific management and unionism on these functions.


BMGT 362 Labor Relations (3). *Prerequisite: BMGT 110.* A study of the development and methods of organized groups in industry with reference to the settlement of labor disputes. An economic and legal analysis of labor union and employer association activities, arbitration, mediation, conciliation, collective bargaining, trade agreements, strikes, boycotts, lockouts, company unions, employee representation, and injunctions.

BMGT 364 Management and Organization Theory (3). *Prerequisite: BMGT 110.* The development of management and organization theory, nature of the management process and function, and its future development. The role of the manager as an organizer and director, the communication process, goals and responsibilities. *Students who have completed a Principles of Management course with another institution may be duplicating this course. No more than 6 s.h. in BMGT 364, BMGT 464, MGST 160 and MGST 310 may be applied to the Primary or Secondary Area of Specialization in Management Studies or Business and Management bachelor's degrees.*

BMGT 380 Business Law I (3). *Prerequisite: BMGT 110.* Legal aspects of business relationships. Examination of torts and business crimes, contracts, sales, and the law of real property.

BMGT 381 Business Law II (3). *Prerequisite: BMGT 110. Strongly recommended that BMGT 380 be taken prior to this course.* Legal aspects of business relationships. Examination of commercial paper, secured transactions, agency relationships, partnerships and corporations. Survey of public policy issues.

BMGT 385 Production Management (3). *Prerequisites: GNST 201 and BMGT 110.* An overview of the operations of manufacturing enterprises, concentrating on the economics of production. Fundamentals of the analytical method are introduced early, so that problems in the design, operation and control of systems can be solved on that basis. *Students may receive credit for only one of the following courses: BMGT 385, TEMN 318, MGST 318, or MGMT 340.*

BMGT 392 International Business Management (3). *Prerequisites: BMGT 110 and ECON 203 or 205.* A study of the domestic and foreign environmental factors affecting the international operations of U.S. business firms. The course also covers the administrative aspects of international marketing, finance and management. 

BMGT 398, 498 Special Topics in Business Management (1-3). Special topics courses and seminars focusing upon problems and issues of relevance and general interest.

BMGT 422 Auditing Theory and Practice (3). *Prerequisites: BMGT 110 and BMGT 311.* A study of the independent accountant's attest function, generally accepted auditing standards, compliance and substantive tests, and report forms and opinions.

BMGT 460 Human Resource Management: Analysis and Problems (3). *Prerequisites: BMGT 110 and BMGT 360. Recommended that GNST 201 be taken prior to this course.* Research findings, special readings, case analysis, simulation, and field investigations are used to develop a better understanding of personnel problems, alternative solutions and their practical ramifications.

BMGT 462 Employment Law for Business (3). *Prerequisite: BMGT 110. Recommended that BMGT 362 be taken prior to this course.* A conceptual and functional analysis of the legal framework and principles of industrial and employment relations with special emphasis on discrimination in the workplace. Primary areas of study include wrongful discharge; discrimination based on race, sex, age, and disability; testing and performance appraisal; relevant labor management issues; and employee benefits. *Students may receive credit only once under this course number.*

BMGT 464 Organizational Behavior (3). *Prerequisites: BMGT 110 and BMGT 364.* An examination of research and theory concerning the forces which contribute to the behavior of organizational members. Topics covered include: work group behavior, supervisory behavior, intergroup relations, employee goals and attitudes, communication problems, organizational change, and organizational goals and design. *No more than 6 s.h. in BMGT 364, BMGT 464, MGST 160 and MGST 310 may be applied to the Primary or Secondary Area of Specialization in Management Studies or Business and Management bachelor's degrees.*

BMGT 480 Legal Environment of Business (3). *Prerequisites: BMGT 110.* Principal ideas in law stressing those relevant for the modern business executive with focus on legal reasoning as it has evolved in this country. Leading antitrust cases illustrating the reasoning process as well as the interplay of business, philosophy, and the various conceptions of the nature of law which give direction to the process. Examination of contemporary legal problems and proposed solutions, especially those most likely to affect the business community.

BMGT 482 Business and Government (3). *Prerequisites: BMGT 110 and ECON 203 or 205.* A study of the role of government in modern economic life. Social control of business as a remedy for the abuses of business enterprise arising from the decline of competition. Criteria for limiting or expanding government regulation of private enterprise.

BMGT 496 Business Ethics and Society (3). *Prerequisites: BMGT 110 and one other course in BMGT.* A study of the standards of business conduct, moral values, and the role of business in society, with consideration of the sometimes conflicting interests of and claims on the firm and its objectives. *Students may receive credit only once under this course number.*

Management Studies

MGST 120 Fundamentals of the Accounting Process (3). Analysis and recording of business transactions. Intended for students with little or no prior background in accounting, this course provides an in-depth study of the accounting cycle from journal and ledger entries to the preparation and analysis of financial statements for both service and retail concerns. Additional topics include special journals, cash and payroll accounting. *Not open to students with credit in BMGT 220 or an equivalent course in financial accounting.*

MGST 140 Personal Financial Management (3). A blend of financial theory with financial applications, this course encourages students to develop skills in personal financial management (balancing a checkbook, budgeting income and expenditures, planning for financial security and retirement) while providing an understanding of the U.S. financial structure (savings and investment alternatives, financing and credit sources, the role of insurance in protecting income and assets, federal income tax requirements). A practical course in managing personal finances for both business and non-business students.

MGST 160 Principles of Supervision (3). Supervisors need to know how to plan, organize and control the work load and to have a fundamental understanding of worker behavior. Designed to provide a basic understanding of what skills are required to supervise workers effectively, this course exposes students to such topics as management by objectives, situational leadership, task delegation, time management, motivational strategies, and recruiting and evaluating workers. This is a survey course intended to introduce several skill areas which subsequent management studies courses cover in more detail. *No more than 6 s.h. in BMGT 364, BMGT 464, MGST 160 and MGST 310 may be applied to the Primary or Secondary Area of Specialization in Management Studies or Business and Management bachelor's degrees.*

MGST 161 Managerial Communication Skills (3). In order to communicate clearly, supervisors need to understand the process of communication. This course examines the communication model and, using job-related examples, provides practice in sending and receiving information through reading, writing, listening, speaking and observing nonverbal cues. *A student can earn credit for only one of the following courses: MGST 161 or COMM 390.*

MGST 162 Personnel Counseling (3). This course focuses on situations in which supervisors fulfill a counseling role as part of their job-related responsibilities. Students first learn about the counseling process. Then, through role-playing exercises, they develop their skills in such areas as active listening and observing, focusing on the problem, empathetic understanding, guiding decision-making, and recognizing referral situations. Counseling situations (e.g., performance appraisals, gender issues, personal crises which affect work performance, and performance problems) are drawn from the work environment.

MGST 198 Special Topics in Management Studies (1-3). Special topics courses and seminars focusing upon problems and issues of relevance and general interest.

MGST 310 Managerial Leadership (3). *Prerequisite: BMGT 110.* An advanced course for students already familiar with the basic concepts and techniques of management and supervision in an organization. Differentiates characteristics of leaders from those of managers and administrators. Concepts of influence, power, and effectiveness are explored. The situational approach to leadership is also considered, with its effects on participation, delegation and decision making. *A student can earn credit for only one of the following courses: MGST 310, TEMN 310 or MGMT 300. No more than 6 s.h. in BMGT 364, BMGT 464, MGST 160 and MGST 310 may be applied to the Primary or Secondary Area of Specialization in Management Studies or Business and Management bachelor's degrees.*

MGST 315 Organizational Communications (3). *Prerequisite: BMGT 110.* A framework for understanding communication in organizations by means of studying theories of organizations and communication. Students analyze problems of organizational communication in actual examples, case histories, class exercises, and projects. *A student can earn credit for only one of the following courses: MGST 315, TEMN 315 or MGMT 320.*

MGST 320 Governmental Accounting (3). *Prerequisite: BMGT 110 and 221.* A study of the accounting and reporting concepts, standards, and procedures applying to state and federal organizations. Financial management considerations are examined, along with problems peculiar to the not-for-profit sector.

MGST 398 Special Topics in Management Studies (1-3). Special topics courses and seminars focusing upon problems and issues of relevance and general interest.

Computer Studies

Computer Studies encompasses courses from the closely related areas of Computer Applications and Literacy (CAPP), Computer and Information Science (CMIS), and Information Systems Management (IFSM). University of Maryland courses and programs in Computer Studies are designed to:

1. Provide students with technical knowledge and practical skills that can be used immediately in their work;
2. Prepare students to deal knowledgeably within a society that is increasingly dependent upon computers;
3. Prepare students for employment in computer-related occupations;
4. Provide students with the academic background necessary for entry into graduate school.

Students may earn a Computer Studies Certificate; an Associate in Arts, Computer Studies; and bachelor's degrees in Computer and Information Science, Information Systems Management or Computer Studies. In these programs, students meet their individual needs by combining CAPP, CMIS and IFSM courses, as indicated in the Certificates and Degrees sections of this *Catalog*. Appropriate mathematics and other prerequisites must be fulfilled for these courses.

All students earning a bachelor's degree with the University of Maryland University College must complete at least 3 s.h. of computer-related course work. Students whose Primary Areas of Specialization are in Business and Management, Economics, Government and Politics, Management Studies, Psychology, and Sociology are advised to include computer courses in their programs of study.

Computer Applications and Literacy (CAPP) seminars and courses meet the needs of students with little or no background in computers and/or mathematics. The CAPP seminars are especially valuable as introductions to different and growing categories of microcomputer applications. *CAPP courses can be applied like any other computer courses in Certificate and Associate programs. For Bachelor's programs, 1 s.h. CAPP seminars can be applied only as elective credit.*


Students are advised to complete the appropriate mathematics prerequisites for the corresponding CMIS or IFSM courses as follows:


MATH 101 Concepts of Modern Algebra should be taken *before* enrollment in **CMIS 102 Introduction to Computing Using Pascal** and *before* enrolling in **IFSM 202 Systems Analysis Methods**.


MATH 107 Selected Topics in Algebra is the minimum mathematics requirement for a primary specialization in **Computer and Information Science, Information Systems Management, and Computer Studies**. It is recommended that students complete all required mathematics courses early in their studies.


Computer and Information Science (CMIS) courses focus on the latest computer software developments, are more conceptual, and offer more programming and software application knowledge than do IFSM courses.

Information Systems Management (IFSM) courses train students for business information systems applications and business-oriented decisions.


CAPP 100A Introduction to Microcomputers: Hardware and Software (1). An introduction to the hardware and software of computers and the terminology and functional parts of a computer. Extensive explanations of, as well as practice with, the operating system, editor and utilities of a microcomputer to program simple problems, store and recall the programs and execute them. 


CAPP 100B Introduction to Microcomputers: Word Processing (1). *Prerequisite: CAPP 100A or equivalent.* This seminar covers word processing as one of the many applications of microcomputers. The course analyzes the characteristics of word processing and the typical features, costs and trends of the available hardware and software. Students will spend about half of the seminar time practicing with typical word processing software. 


CAPP 100D Introduction to Microcomputers: Presentation Graphics (1). *Prerequisite: CAPP 100A or equivalent.* This seminar covers the principles of presentation graphics, including text and analytical charts, freeform graphics and clip art, and animation and slide shows. Students will spend about half of the seminar time practicing with typical presentation graphics software. 


CAPP 100E Introduction to Microcomputers: Networks and Communication (1). *Prerequisite: CAPP 100A or equivalent.* An introduction to the use of computer networks to interconnect microcomputers, and to the current hardware, software and communication means, standards and protocols that make networking possible. Students spend part of the seminar time practicing with typical communications software. 


CAPP 100F Introduction to Microcomputers: Databases (1). *Prerequisite: CAPP 100A or equivalent.* This seminar covers the terminology of database systems, as well as principles of database management systems. It focuses on how best to organize, manage, and access stored data, how to protect databases,


and how to extract useful information. Students spend about half of the seminar time practicing with typical database software. 

CAPP 100G Introduction to Microcomputer: Spreadsheets (1). *Prerequisite: CAPP 100A or equivalent.* This seminar covers the basic terminology and format of electronic worksheets which can be used to analyze forecasts, sales data, and other applications. Students spend about half of the seminar time practicing with typical spreadsheet software. 

CAPP 100I Introduction to Microcomputers: Desktop Publishing (1). *Prerequisite: CAPP 100B or equivalent.* This seminar covers the terminology and principles of desktop publishing and the characteristics of the hardware and software required. Specifically, the seminar covers proper layout, formatting, graphics, types, typographic refinements and style sheets. Also addresses the developing trends of desktop publishing hardware and software. Students spend about half of the seminar time applying these principles hands-on. 

CAPP 100J Introduction to Microcomputers: Security and Viruses (1). *Prerequisite: CAPP 100A or equivalent.* This seminar covers computer security by examining both physical and software security and the types of computer viruses that afflict modern information systems. Also discusses the use of the operating system and antiviral software tools to protect, detect, and recover from viral attacks. Students spend part of the seminar time applying these principles hands-on. 


CAPP 120 Introduction to Microcomputers: Advanced Operating Systems (1). *Prerequisite: CAPP 100A or equivalent.* This seminar focuses on the advanced commands and features of a microcomputer operating system, such as tree directories and paths, pipes and filters, input and output redirection, changing of input and output devices, system configuration, batch file programming and file encryption techniques. Also covered are the increasing importance of multi-user operating systems such as UNIX, and issues such as system log-on, directory security, use and process administration, system configuration and system administration commands. 


CAPP 340 Computer Applications in Management (3). *Prerequisites: CAPP 100F and G or equivalents.* An overview of the capabilities of computers and their usefulness as managerial tools. The course enhances students' abilities with database systems and electronic spreadsheet packages begun in the prerequisite seminars and gives them advanced experience in the use of this software. 


CAPP 380 Artificial Intelligence (3). *Prerequisite: IFSM 201 or three CAPP seminars or equivalent.* A survey of the multi-disciplinary field of artificial intelligence (AI), this course introduces students to major applications of AI in business and industry. The knowledge bases of AI systems and effort necessary to produce one are explained. Included are discussions of social, economic, psychological, legal, and philosophical issues raised by the creation of AI systems.




Indicates extensive computer use by students


CMIS 102 Introduction to Computing Using Pascal (3). *Prerequisite: CAPP 100A and MATH 101.* This course is the introductory course for the CMIS program and focuses on the principles of programming, the logic of constructing a computer program, and the practical aspects of integrating program modules into a cohesive whole. The basic features of Pascal are introduced, and the student will have numerous programming assignments using these features. *Not open for credit to students who have received credit for CMIS 150, CMIS 250 or CAPP 102.* 


CMIS 150 Programming in Pascal (3). *Prerequisite: CMIS 102 or equivalent.* A continuation of CMIS 102, this course covers the remaining syntax and semantics of the Pascal language, problem solving, and the programming process, from designing solutions through implementation and testing. *Not open for credit to students who received credit for CMIS 250, CMSC 120 or CMSC 220.* 

CMIS 250 Data Structures Using Pascal (3). *Prerequisite: CMIS 150 or equivalent.* An analysis of the concepts and techniques of structuring, storing, and accessing data; sort/merge methods in file processing; and updating, deleting, and inserting records. Advanced programming projects in Pascal will be assigned. *Not open for credit to students who received credit for CMSC 220.* 


CMIS 270 Introduction to Computer Systems and Architecture (3). *Prerequisite: CMIS 150 or equivalent.* A study of the fundamental concepts and the role of assembly language, the interrelationship of computer architecture and operating systems, the functional approach to components of a computer system, and the computer system as the environment for applications programs. *Not open to students who received credit for CMSC 311.*

CMIS 305 Introduction to Ada (3). *Prerequisites: CMIS 250 or equivalent.* A course in designing and coding basic Ada programs by using techniques of data type abstraction, information hiding, and modularization. Topics include access types, discriminated types, aggregates, model numbers, scope and visibility, and predefined packages and types. 


CMIS 315 Programming and Application in C (3). *Prerequisite: CMIS 250 or equivalent.* This course addresses the syntax and semantics of the C language and focuses on enumeration types, list processing and operating system interface. Extensive programming projects provide students with opportunities to apply C to data-structuring features such as unions and self-referential structures. *Not open for credit to students who received credit for CMIS 415.* 


CMIS 320 Database Systems (3). *Prerequisites: CMIS 250 and 270 or equivalent.* Concepts, structures and techniques of using and managing a database system are examined. The major database models are included with emphasis on the relational model. Discussion of data as a resource in organizations and of user-oriented data languages for querying, updating and generating reports. *Not open for credit to students who received credit for IFSM 410, IFSM 420 and/or CMIS 420.* 

CMIS 325 The UNIX Operating System (3). *Prerequisite: CMIS 250 or equivalent.* This course covers the features of the UNIX timesharing operating system kernel, shell commands and scripts, text processing, and system administration. Students are

assigned extensive programs to use UNIX file structure, editor, pattern-matching facilities, and other features. *Not open for credit to students who received credit for CMIS 415.* 

CMIS 370 Data Communications (3). *Prerequisite: CMIS 270 or IFSM 310 or equivalent.* An evaluation of the effects of communications technology on information systems. Discussion of components of communication systems, architectures, and protocols of networks, security measures, regulatory issues, and the designing of network systems. Also covered are issues and applications in office automation, distributed information systems, local area networks, and communication services.

CMIS 415 Advanced UNIX and C (3). *Prerequisites: CMIS 315 and 325 or equivalent.* A course for students who wish to learn how the UNIX operating system and the C programming language interact. This course examines the features of UNIX that support C, including library and system calls, UNIX utilities, debuggers, graphics and file structure. Implementation of UNIX command features in C programs will also be discussed. 

CMIS 420 Applications of Relational Database Systems (3). *Prerequisite: CMIS 320 or equivalent.* A survey of the characteristics and properties of relational database models. Normal forms, query languages and systems, prototype systems, and uses in management and organizations are discussed. This course involves extensive student interaction with a relational database system. 

CMIS 435 Computer Networking (3). *Prerequisite: CMIS 270 or IFSM 310 or equivalent.* This course consists of an overview of communication topics such as signaling conventions, encoding schemes and error detection and correction. Emphasis is on routing protocols for messages with various kinds of networks and methods that network entities use to learn the status of an entire net.

CMIS 445 Distributed Systems (3). *Prerequisite: CMIS 325 or equivalent.* This course explores protocols and methods for allocating to more than one processor various parts of the work associated with a single task. Emphasis is on environments such as array and parallel processing, multi-processor systems, and communication among cooperating processes. Students may be assigned programming projects.

IFSM 201 Introduction to Computer-Based Systems (3). *Prerequisite: CAPP 100A or equivalent.* This course is an overview of computer information systems, which considers computer hardware, software, procedures, systems, and human resources, and explores their integration and application in business and other segments of society. *Students who previously earned credit for CAPP 101 cannot also receive credit for IFSM 201.*

IFSM 202 Systems Analysis Methods (3). *Prerequisites: CMIS 102 or IFSM 201 or three CAPP seminars and MATH 101.* Overview of the system development life cycle. Emphasis on current system documentation through the use of both classical and structured tools and techniques for describing process flows, data flows, data structures, file designs, input and output designs and program specification. Discussion of the information



Indicates extensive computer use by students

gathering and reporting activities and of the transition from analysis to design. *Not open to students who have already received credit for IFSM 436.*

IFSM 303 Human Factors in Information Systems (3). *Prerequisite: CMIS 102 or IFSM 201 or three CAPP seminars or equivalent.* A general course providing a survey of the application of human factors to the design and use of information systems. The history, development, and current state of development are covered, as well as a description of the contributions of psychology, engineering, and physiology to the development of ergonomics.

IFSM 304 Ethical Issues in Information Systems (3). *Prerequisite: CMIS 102 or IFSM 201 or three CAPP seminars or equivalent.* A general introductory course that studies how information systems are used to provide information on which public policy decisions are made. The course examines the philosophy, techniques, and ethical considerations involved in developing public information programs.

IFSM 310 Software and Hardware Concepts (3). *Prerequisites: CMIS 102 or IFSM 201 and MATH 101 or equivalent.* A survey of technical topics related to computer systems with emphasis on the relationship between hardware architecture, system software, and applications software. The architecture of processors and storage systems is explored, and the implications for system software design are covered, along with their impact on the development of application programs in a business environment. *Not open to students who have credit for CMIS 270 or IFSM 402.*

IFSM 320 Office Automation (3). *Prerequisite: IFSM 202 or equivalent.* Current and future developments in office technology and the social, organizational, and economic implications of office automation. Topics include: management information systems, decision support systems, distributed data processing, word processing, electronic mail, electronic filing systems, and telecommunications. The course also addresses the analysis of office automation needs and the design and acquisition of appropriate systems. *Students who previously earned credit in CAPP 260 or CAPP 320 cannot also earn credit in IFSM 320.*

IFSM 425 Decision Support and Expert Systems (3). *Prerequisite: IFSM 202 or equivalent.* An analysis of the highest level of information support systems, that which serves the management user at all levels of decision making. The information provided by such a system is derived from multiple models and databases within and/or external to an organization and used to aid managers in the decision-making process. Theoretical concepts are related to examples from specific organizations. *Not open to students who have received credit for IFSM 301.*

IFSM 430 Information Systems and Security (3). *Prerequisites: CMIS 102 or IFSM 201 or three CAPP seminars or equivalent.* A survey course relating to the establishment and maintenance of a practical information security program. The security implications of databases, telecommunication systems, and software will be examined, as well as techniques to assess risks and to discover abuses of systems.

IFSM 436 Structured Systems Analysis and Design (3). *Prerequisites: IFSM 202 and CMIS 150 or equivalent.* Advanced study of structured systems development. Topics include

strategies and techniques of structured analysis and structured design for producing logical methodologies for dealing with complexity in the development of information systems.

IFSM 438 Project Management (3). *Prerequisite: IFSM 202 or equivalent.* This course covers the manner in which a system project is planned, scheduled, and controlled during the project's life cycle. The use of project management techniques such as PERT and Gantt charts is examined in depth, along with other techniques of planning, scheduling, and controlling projects.

IFSM 450 Telecommunications Systems in Management (3). *Prerequisite: IFSM 310 or CMIS 270 or equivalent.* The features of centralized and distributed systems will be examined. The impact of distributed systems on the business enterprise will be analyzed through case studies. Technological implications of computer hardware, software, and communications are discussed as they relate to the design, development, and implementation of distributed data processing systems. *Not open to students who have received credit for CMIS 370.*

Criminal Justice and Criminology

The European Division offers a range of courses developed by the University of Maryland's Institute of Criminal Justice and Criminology. Courses offered under the designation of Criminology/Criminal Justice (CCJS) deal with the causes, correction, and prevention of crime, as well as the administration of the legal institutions of American society. CCJS courses may be used to fulfill the GER in social science, toward a primary or secondary specialization in Criminology/Criminal Justice, in support of a primary or secondary specialization in other social sciences, and as electives.

Students who previously received credit for courses in the disciplines of criminology (CRIM), criminal justice (CJUS), or law enforcement (LENF) may not receive credit for comparable courses designated as CCJS.

CCJS 331 Contemporary Legal Policy Issues (3). *Prerequisites: CCJS 230 and 234 or equivalent.* Thorough examination of selected topics: criminal responsibility, alternative sociolegal policies on deviance, law enforcement procedures for civil law and similar legal problems, admissibility of evidence, and representation of the indigent's right to counsel. *Students may receive credit for only one of the following courses: CCJS 331 or CJUS 330.*

CCJS 340 Law Enforcement Administration (3). *Prerequisite: CCJS 100 or equivalent.* An introduction to concepts of organization and management as they relate to law enforcement. Topics covered include principles of structure, process, policy and procedure, communication and authority, division of work and organizational controls, the human element in the organization, and informal interaction in the context of bureaucracy. *Students may receive credit for only one of the following courses: CCJS 340 or CJUS 340.*

CCJS 350 Juvenile Delinquency (3). *Prerequisite: CCJS 105 or CRIM 220 or equivalent.* An examination of juvenile delinquency in relation to the general problem of crime, factors underlying juvenile delinquency, prevention of criminal acts by youths, and the treatment of delinquents. *Students may receive credit for only one of the following courses: CCJS 350 or CRIM 450.*

CCJS 352 Drugs and Crime (3). *Prerequisite: CCJS 100 or equivalent.* An analysis of the role of criminal justice in controlling the use and abuse of drugs. *Students may receive credit for only one of the following courses: CCJS 352 or CJUS 352.*

CCJS 398 Special Topics in Criminology/Criminal Justice (1-3). Special topics courses and seminars focusing upon problems and issues of relevance and general interest.

CCJS 453 White Collar and Organized Crime (3). *Prerequisite: CCJS 105 or CCJS 350 or equivalent.* An examination of conceptual and practical issues of planning changes in the arena of criminal justice. Emphasis is on strategies and tactics of change that are appropriate for criminal justice personnel in entry-level positions. *Students may receive credit for only one of the following courses: CCJS 453 or CRIM 456.*

Distance Education

The European Division Distance Education (DE) program extends the borders of higher education through the application of computer-mediated communication. It overcomes the time and place constraints of the traditional university classroom.

The DE program provides on-line, computer-mediated courses for students who are otherwise denied educational opportunities because of time and/or location constraints. Students at remote locations and those with work or personal obligations that conflict with traditional class schedules will want to consider the European Division's DE program.

All European Division DE classes are print-based; some have video support material as well. All communication between class participants is via computer-mediated conferencing using computers connected to the Internet. Most class interaction is asynchronous; instructor and students do not correspond in real time, but with messages read and answered at their convenience. The speed of electronic data transmission makes communication between DE class participants frequent. Students, however, may read and answer their DE e-mail when they choose, literally at any time of the day or night.

DE courses are not independent study. The European Division DE program is modeled on the "virtual classroom." DE students are expected to read and answer e-mail from their instructor and classmates frequently, three to five times a week. Students interested in a more independent format should consider the European Division's Open University (OU) program. For more information, please see the Open University section of this *Catalog*.

The European Division offers DE courses five times a year, coinciding with the regular term schedules. Unlike regular courses, DE courses extend over two terms and therefore last for approximately 16 weeks. During the last week of the course students are required to take a written, proctored final exam at their local Education Center.

All European Division DE courses are upper level (300-499). Courses appropriate for delivery via DE format are selected from all academic areas. Each term's schedule provides a wide selection of courses. All European Division DE courses carry University of Maryland University College resident credit.

Please see the "Special Admission Situations" section of this *Catalog* for information on the equipment and procedures required to enroll in European Division DE courses.

Economics

The Economics curriculum is designed to provide students with an understanding of the American economic system and its economic relations with the rest of the world. Such study includes an analysis of current economic problems, and the merits of alternative public policies which influence social outcomes.

Economics is a compatible Secondary Area of Specialization for students who select a Primary Area in Management Studies or Business and Management. Students with Primary Areas of Specialization in Government and Politics, History, and Sociology will also find an understanding of economic forces and factors extremely useful. In addition, ECON courses fulfill GER and elective requirements. Students with a primary specialization in Economics must complete at least 3 s.h. in statistics.


College-level mathematics, while not formally required for most Economics courses, is recommended and should be taken early in a student's university studies.

ECON 201 Principles of Economics-Macro (3). *Recommended that MATH 101 be taken prior to this course.* An introduction to the problems of unemployment, inflation, and economic growth. Emphasis is placed on the roles of monetary and fiscal policy in the conduct of macroeconomic policy. The efficacy of wage and price controls is analyzed.

ECON 203 Principles of Economics-Micro (3). *Recommended that MATH 101 be taken prior to this course.* Analysis of the principles underlying the behavior of individual consumers and business firms, problems of international trade and finance, the distribution of income, policies for eliminating poverty and discrimination, the problem of environmental pollution, and the impact of different market structures upon economic activity.

ECON 205 Fundamentals of Economics (3). *Recommended that MATH 101 be taken prior to this course. Not open to students who have credit in ECON 201. Credit will be given for either 201 or 205 but not for both.* A one-semester introduction, for non-majors, to the principles of economics and their applications to the leading economic problems of society. Topics include inflation, unemployment, population, poverty, urban renewal, inequality, monopoly, environmental protection, international trade, imperialism, economic planning, and comparative economic systems.


ECON 301 Current Issues in American Economic Policy (3). *Prerequisite: ECON 201 or 203 or 205.* Analysis of current economic problems and public policies. Topics examined include: inflation, unemployment, market power, government regulation, poverty and distribution of income, federal budget and tax policy and environmental issues.

ECON 380 Comparative Economic Systems (3). *May be used as interdisciplinary GVPT credit. Prerequisites: ECON 201 and 203, or ECON 205.* A comparative analysis of the theory and practice of various types of economic systems, with special attention given to the economic systems of the United States, the former Soviet Union, Mainland China, Western and Eastern Europe, and lesser developed countries. 



Global-context for B.A./B.S.

ECON 430 Money and Banking (3). *Prerequisite: ECON 201 and 203.* The structure of financial institutions and their role in the provision of money and near money. Analysis of the Federal Reserve system, the techniques of central banks, and the control of supply of financial assets in stabilization policy. Relationship of money and credit to economic activity and the price level.

ECON 440 International Economics (3). *Prerequisites: ECON 201 and 203.* A description of international trade and an analysis of international transactions, exchange rates, and balance of payments. Policies of protection, devaluation, and exchange rate of stabilization and their consequences are also analyzed. 

Education

The European Division does not offer a Primary Area of Specialization in Education. Students interested in a teaching career are advised to inquire about certification requirements with the Department of Education in the state where they plan to teach.

EDCP 108 College Study for Adults (1-3). *Elective credit.* A course designed to help adult students develop more efficient study habits. Emphasis is on the acquisition of skills needed to learn effectively, such as reading, writing, study skills, listening, and note taking. When offered as a 1 s.h. weekend seminar, this course is scheduled as two all-day sessions separated by at least one week.

EDCP 108M Mathematics Study Skills and Confidence Building (1). *See the Mathematics and Statistics Course Information section.*


EDCP 410 Introduction to Counseling and Personnel Services (3). Presents principles and procedures, and examines the functions of counselors, psychologists in schools, school social workers, and other personnel service workers.

EDCP 498 Special Topics in Counseling and Personnel Services (1-3). Special topics courses and seminars focusing upon problems and issues of relevance and general interest.

EDHD 460 Educational Psychology (3). *See the Psychology Course Information section.*

English Language and Literature

The University of Maryland University College has an extensive program of communication skills, writing, and literature courses. In the European Division, students can complete a baccalaureate with a Primary Area of Specialization (B.A. only) or a Secondary Area of Specialization in English. The British Studies Certificate and the Associate in Arts, British Studies programs also enable students to focus on English language and literature. Communication, writing, and literature courses are used to fulfill requirements in all certificate and degree programs.

 Global-context for B.A./B.S.

Communication Skills Courses

The courses described below are designed to help students read and write effectively in college courses as well as in their professional work. These courses are particularly recommended for students returning to the classroom. Communication skills courses can be applied as electives in all certificate and degree programs. Other courses which emphasize skills important for effective communication are EDCP 108 College Study for Adults, LIBS 100 Introduction to University Library Skills, and courses in Speech.

ENGL 100A Vocabulary and Word Usage (1). *Elective credit.* This course is designed to improve language skills by studying the development of English words and their modern meanings. Students focus on: word derivations and families; determining meaning by understanding roots, prefixes and suffixes; careful reading within context; vocabulary enrichment; and the use of reference materials.

ENGL 100B Career Writing Skills (1-3). *Elective credit.* This course offers instruction and practice in the type of writing expected of the servicemember in his or her professional capacity. Students write short reports of one to three paragraphs based on actual or simulated career requirements. Emphasis is on clarity and simplicity, along with logical presentation of facts and ideas. Daily and weekly writing practice is included, with attention to punctuation and spelling. Instruction may also include discussion of appropriate formats for business/military letters. When offered as a 1 s.h. weekend seminar, this course is scheduled as two all-day sessions separated by at least one week. *Career Writing Skills does not duplicate ENGL 101.*

ENGL 100C Effective Reading Skills (3). *Elective credit.* A course designed to improve reading-comprehension skills. Such skills are identified and then practiced on a variety of reading materials used by students. These include in-service communications and manuals, course textbooks, and leisure reading. When offered as a 1 s.h. weekend seminar, this course is scheduled as two all-day sessions separated by at least one week.

ENGL 100D Résumé Writing (1). *Elective credit.* An expository writing seminar focusing on the study and writing of professional résumés and accompanying letters. Practice in planning, writing, rewriting, and editing skills. To ensure maximum writing practice, this seminar is scheduled as two all-day sessions separated by at least one week.

ENGL 100E Grammar Review (1). *Elective credit.* A study/review of essential English grammar for students who wish to improve their knowledge of the parts, construction, and punctuation of English sentences. Generally scheduled as more than one session separated by at least one week.

Writing Courses

Because the ability to write clearly and correctly is critical for success in college, students must complete ENGL 101 Introduction to Writing, within the first 16 semester hours of their studies. One additional writing course must be taken at the lower-division level (100-299 level) to fulfill the GER Communications requirement. Students seeking a bachelor's degree must also satisfactorily complete an upper-division (300-499 level) writing course. *Courses fulfilling the writing requirements include ENGL 101,*

102, 106, 291, 293, 294, 391, and 393 as well as COMM 390 and COMM 395. ENGL 101 or ENGL 101X is a prerequisite for all other courses in English.

A placement test, available at Education Centers, is administered to students as a guide to initial enrollment in the Maryland English program. Students should take this test prior to their first enrollment in English with the European Division to assure that they are placed in a course appropriate to their abilities and backgrounds.

ENGL 100F Elements of English (3). *Elective credit.* Introductory study of and practice in writing, focusing on basic skills at the levels of sentence, paragraph, and short essay. Intense review of grammatical patterns, sentence structure and mechanics. Recommended as preparation for ENGL 101. Does not fulfill general education requirements. *Students who have previously earned credit for COMP 100 or UCSP 198 Elements of English may not earn credit for ENGL 100F. Credit will only be given for one course, ENGL 100F or ENGL 100X.*

ENGL 100X Elements of English (3). *Elective credit. Enrollment restricted to students for whom English is a second language.* Introductory study of and practice in writing, focusing on basic skills at the levels of sentence, paragraph, and short essay. Recommended as preparation for ENGL 101X. Does not fulfill general education requirements. *Students who have previously earned credit for COMP 100 or UCSP 198 Elements of English may not earn credit for ENGL 100X. Credit will be given for only one course, ENGL 100F or ENGL 100X.*

ENGL 101 Introduction to Writing (3). *Prerequisite: Satisfactory performance on the English placement test.* Designed to allow students to learn effective college-level writing techniques, with emphasis on the discussion of and practice in using the basic elements of the writing process: formulating purpose, identifying an audience, and selecting appropriate methods of development. Writing assignments include composing a total of 4,500 words, not including preliminary drafts.

ENGL 101X Introduction to Writing (3). *Enrollment restricted to students for whom English is a second language.* Designed to allow students to learn effective college-level writing techniques, with emphasis on the discussion of and practice in using the basic elements of the writing process: formulating purpose, identifying an audience, and selecting appropriate methods of development. Writing assignments include composing a total of 4,500 words, not including preliminary drafts. *Credit will only be given for one course, ENGL 101 or ENGL 101X.*

Either ENGL 101 or ENGL 101X, applicable to the General Education Requirements, are prerequisites for all other courses in English. Because communication skills are such important determinants of success in all college work, students must complete either ENGL 101 or ENGL 101X within their first 16 s.h. of course work with Maryland.

ENGL 102 Composition and Literature (3). *Prerequisite: ENGL 101. Not the required follow-up to ENGL 101. Students may also take ENGL 291. Both ENGL 102 and 291 are applicable to the writing requirement.* An introductory course emphasizing both reading and writing skills. Careful attention is

paid to how writers use words and their combinations, and how they're understood by readers. Students examine denotation, connotation, metaphor, symbol, irony, paradox, and other uses in selected poems and short stories. Requires composing a total of 4,500 words, not including preliminary drafts. ENGL 102 is applicable to either the Communications or the Humanities GER. *Not available to students who have received credit for ENGL 292.*

ENGL 106 Writing the Documented Paper (1). A general service course for either upper- or lower-division students wishing to improve their writing of documented papers (research papers). After a review of the basic elements used in such writing projects — summarizing, paraphrasing, and citing — students plan, draft and write a brief paper. The course is usually scheduled as two all-day sessions separated by at least one week. Applicable to Communications GER.

ENGL 291 Expository Writing (3). *Prerequisite: ENGL 101.* This course provides students additional experience in development of writing proficiency with primary focus on writing from sources. In addition to further practice in each of the stages of the writing process, students learn summarizing, interpreting and presenting factual data, opinion, and argument. Written assignments emphasize documented papers for the academic and professional communities. Requires composing a total of 4,500 words, not including preliminary drafts. Applicable to the Communications GER. Fulfills the upper-level writing requirement.

ENGL 293 Technical Report Writing (3). *Prerequisite: ENGL 101.* Institutions involved in management and technology use a variety of reports to promote communication. This course is designed to acquaint students with such writing. Although students may elect to write about purely technical problems, the course focuses on those involved in both management and technology. Emphasis is on formats for memos and reports, readable paragraphs, clear sentences, and appropriate word choices. Applicable to the Communications GER. Requires composing a total of 4,500 words, not including preliminary drafts. Applicable to the Communications GER.

ENGL 294 Introduction to Creative Writing (3). *Prerequisite: ENGL 101.* This course is designed to provide a sympathetic and creative context wherein students can develop as writers. Because of the understood inter-relationship of writing and reading, the course therefore combines critical study of literary types with the students' own practice of the craft. Applicable to either Communications or Humanities GER.

ENGL 391 Advanced Composition (3). *Prerequisite: ENGL 101.* This course provides instruction and practice in advanced techniques utilized in writing and editing longer expository prose texts. Emphasis is on particular types of writing tasks usually required in professional academic discourse. Published writings are discussed and evaluated. Assignments include composing a total of 6,000 words, not including preliminary drafts. Applicable to Communications GER. Fulfills the upper-level writing requirement.

ENGL 393 Technical Writing (3). *Prerequisites: 56 hours of college credit, including ENGL 101 plus one additional 3 s.h. writing course.* This course focuses on the writing of technical papers and reports commonly required in both industrial management and technological fields. Particular attention is given to formats for specific types of reports, conciseness, and presentation of technical detail in clear, concise prose. Assignments

include composing a total of 6,000 words, not including preliminary drafts. Applicable to Communications GER. Fulfills the upper-level writing requirement.

ENGL 498 Creative Writing (3). *Prerequisite: ENGL 101, ENGL 294, or permission of the instructor.* Provides intensive practice in the craft of creative writing, with emphasis on the revision process. Selected readings are combined with frequent writing assignments in a workshop format. Applicable to Communications or Humanities GER. *Does not fulfill the upper-level writing requirement.*

COMM 390 Advanced Communications for Business and the Professions (3). *May be used for interdisciplinary MGST credit. Prerequisites: ENGL 101 plus one 3 s.h. writing course.* This course focuses on the specific writing skills needed in business, industry, and government, with particular emphasis upon organizing information effectively, writing for particular purposes and audiences, and editing and polishing. Assignments include composing a total of 6,000 words, not including preliminary drafts. Applicable to Communications GER. Fulfills the upper-level writing requirement. *Students may receive credit for only one of the following courses: MGST 161 or COMM 390.*


COMM 395 Critical Thinking and Writing (3). *Prerequisites: ENGL 101 plus one 3 s.h. writing course.* This course emphasizes interpreting and evaluating facts and opinions from a variety of sources. Particular attention is given to establishing appropriate criteria for evaluation of the source's style, validity, and reliability. Students further develop their critical capabilities by writing about the ideas which they have analyzed. Assignments include composing a total of 6,000 words, not including preliminary drafts. Applicable to Communications GER. Fulfills the upper-level writing requirement.





Language and Literature Courses

The following courses either concentrate on the study of language or on the study of literature, either by nationality or genre. All are relevant to English and American cultural traditions. Students earning a Primary Area of Specialization in English must pursue the Bachelor of Arts. Literature courses apply to the Arts and Humanities portion of the GER, as well as to elective requirements. ENGL 101 is a prerequisite for all other courses in English. Before enrolling in 300- or 400-level literature courses, students should also have completed ENGL 102 and/or ENGL 291.

ENGL 173, PHIL 173 Logic and the English Language (3). *Prerequisite: ENGL 101.* This course focuses on the techniques used in deductive and inductive reasoning. Although not a writing course, it allows the student to become more critically aware of logical distinctions presented in argument. Both classic and modern works are analyzed and discussed. Applicable to Humanities GER.

ENGL 201, 202 World Literature (3, 3). *Prerequisite: ENGL 101.* Both courses introduce the student to masterpieces of the Western literary tradition. Works and authors include Homer, Sophocles, the *Bible*, medieval epics and other works. In ENGL 202, students are introduced to such authors as Shakespeare, Cervantes, Moliere, Goethe, Swift, Dostoyevsky, Camus and others. 

ENGL 205 Introduction to Shakespeare (3). *Prerequisite: ENGL 101.* Intended primarily for non-English majors. Readings of representative works. Discussion of genre, themes, and staging. 

ENGL 211, 212 English Literature from the Beginning to the Present (3, 3). *Prerequisite: ENGL 101.* Both courses introduce significant works of English literature. ENGL 211 surveys earlier works to the Romantic period. Readings include Beowulf, Chaucer, Spenser, Marlowe and Milton. ENGL 212 surveys majors works of the Romantic, Victorian, and Modern eras. Readings include works by Wordsworth, Keats, Browning, Tennyson, Yeats, Joyce and others. 

ENGL 221, 222 American Literature (3, 3). *Prerequisite: ENGL 101.* A close study of some masterpieces of American literature. ENGL 221 covers the period from the beginning of American literature to 1865. ENGL 222 covers the period from 1865 to the present.


ENGL 234 Introduction to African-American Literature (3). *Prerequisite: ENGL 101.* A survey of African-American literature from the late eighteenth century to the present.


ENGL 241 Introduction to the Novel (3). *Prerequisite: ENGL 101.* A course for those who wish to acquaint themselves with this literary genre. What are some of the forms it has taken during our times? How does one read different types of novels? These questions and others are considered through close reading of four or five novels.

ENGL 246 The Short Story (3). *Prerequisite: ENGL 101.* A course for those who wish to enrich their understanding and enjoyment of short fiction. Close attention will be given to how short stories are constructed and how they suggest meanings. Some attention also to development in the past 100 years.

ENGL 250 Women in Literature (3). *Prerequisite: ENGL 101.* A study of images of women in literature. Lecturers select works by writers of both sexes to analyze significant female and male perspectives.

ENGL 278, 379 Special Topics in Literature (1-3). *Prerequisite: ENGL 101.* Offered on occasions when a lecturer's special area of preparation generates sufficient student interest to warrant scheduling a course. Those who need upper-level or English-specialization credit elect ENGL 379 and complete special assignments.

 Global-context for B.A./B.S.

ENGL 403, 404 Shakespeare (3, 3). *Prerequisite: ENGL 101.* In both courses, approximately six plays of Shakespeare are read and then analyzed and discussed in the classroom. Lecturers' selections differ, but emphasis in ENGL 403 is upon the early period (histories and comedies) whereas emphasis in ENGL 404 is upon the late periods (tragedies and romances). 

ENGL 454 The Modern Drama (3). *Prerequisite: ENGL 101.* Approximately six plays of major Continental, American or British dramatists are read and then analyzed and discussed in the classroom. Two or three more may be assigned for collateral study. Works from Ibsen, Shaw, O'Casey, Brecht, Beckett, and others are included in the anthology of plays used in this course.

ENGL 457 The Modern Novel (3). *Prerequisite: ENGL 101.* Depending upon their length and complexity, six to eight novels are read and then analyzed and discussed in the classroom. Selections by individual instructors vary. Writers include major English, American, and/or Continental novelists, primarily of the twentieth century.

Foreign Language Area Studies

The Foreign Language Area Studies program offers an interdisciplinary focus on the language, culture and society of a region from historical and contemporary perspectives. With the assistance of Maryland academic advisors, students design a sequence of logically grouped courses concerned with a region's language, culture and society. The disciplines from which these courses are usually selected are Anthropology, Art, Economics, Foreign Languages, Government and Politics, History, and Sociology. Courses from other disciplines (e.g., Music, Philosophy) may also apply.

Foreign Language Area Studies programs are particularly appropriate for students who have developed a strong interest in the country and region in which they live. Persons whose professional goals include working in Europe will find the Foreign Language Area Studies program provides excellent support for a number of Primary Areas of Specialization, such as Business and Management, Government and Politics, and History.

Foreign Languages and Literature

By learning the language of the nation in which they live, students have an opportunity to enhance their overseas experience and develop an important component of their academic programs. The European Division Foreign Languages and Literature program, staffed by a skilled faculty with native fluency, offers a sequence of courses especially designed for adult students in the overseas setting.

The basic sequence of language courses (111, 112, 114, 115) is designed to introduce the student to the language as a medium of communication. *Language 111 assumes no prior knowledge of the language.* By the end of 115, the student will have mastered the basic skills of communicating in the language and will have acquired a broad overview of the grammar. Oral skills and grammar cannot be separated since success with one depends upon an understanding of the other.

Students are cautioned that any absences can critically affect progress and their grade, because the material learned in each class builds directly on previous material. Regular classroom attendance solidifies learning through repetition of patterns and vocabulary.

Notes

1. A student may not establish credit in the freshman/sophomore language courses in his or her primary language. The University reserves the right to determine the primary language of a student. Usually, it is the one the student first learned to read and write as a child through regular schooling. It is not necessarily the language of the parents or that of the country in which the student was born. Native speakers must check with the Foreign Language Office in Heidelberg concerning which courses and exams in their language they may be eligible to take for credit.
2. In a foreign language sequence, a student may not receive credit for a course which is a prerequisite for a course already completed. For example, a student who has successfully completed GERM 112 may not subsequently receive credit for GERM 111. The basic language sequence courses up through 115 are assumed to be the prerequisite of all language courses numbered 200 or higher.
3. The basic language sequence courses (111, 112, 114, 115), which are part of the foreign language requirement, cannot be applied to either the Primary or Secondary Areas of Specialization. Only those language courses numbered 201 and above can be counted towards the Primary or Secondary Areas of Specialization.
4. Life and Culture courses do not satisfy a foreign language requirement. Life and Culture courses may be used:
 - a) for humanities credit, or
 - b) for history credit in a Secondary Area of Specialization, or
 - c) for up to 6 s.h. credit in a history or foreign language Primary Area of Specialization.
5. No more than 6 s.h. of language courses taught in English may be applied to a Primary Area of Specialization in Foreign Languages.
6. To avoid enrolling for courses that duplicate work already completed and to ensure appropriate academic progress, a student who has taken Defense Language Institute courses should consult with an academic advisor before registering in language courses.
7. Credit may be awarded in many languages through a UMUC Credit by Examination administered by the European Division. For additional information, see the Sources of Credit section of this *Catalog*.

Dutch

DTCH 111, 112 Elementary Dutch (3, 3). The beginning courses of the Dutch language-acquisition sequence, emphasizing oral communication as a first step, leading to a balanced development of the four skills of listening, speaking, reading and writing. The teaching materials are so selected that the acquired skills can easily be applied to everyday situations.

DTCH 114, 115 Intermediate Dutch (3, 3). *Prerequisite:* DTCH 112. Continued development of the four language skills with emphasis on the ability to express ideas orally using vocabulary and syntactical structures characteristic of the spoken language, and broadening of vocabulary through short reading selections.

French

FREN 111, 112 Elementary French (3, 3). The beginning courses of the French language-acquisition sequence, emphasizing oral communication as a first step, leading to a balanced development of the four skills of listening, speaking, reading and writing. The teaching materials are so selected that the acquired skills can easily be applied to everyday situations.


FREN 114, 115 Intermediate French (3, 3). *Prerequisite:* FREN 112. Continued development of the four language skills with emphasis on the ability to express ideas orally using vocabulary and syntactical structures characteristic of the spoken language, and broadening of vocabulary through short reading selections.


German

GERM 111, 112 Elementary German (3, 3). The beginning courses of the German language-acquisition sequence, emphasizing oral communication as a first step, leading to a balanced development of the four skills of listening, speaking, reading and writing. The teaching materials are so selected that the acquired skills can easily be applied to everyday situations.

GERM 114, 115 Intermediate German (3, 3). *Prerequisite:* GERM 112. Continued development of the four language skills with emphasis on the ability to express ideas orally using vocabulary and syntactical structures characteristic of the spoken language, and broadening of vocabulary through short reading selections.


GERM 201 Conversational German (3). *Prerequisite:* GERM 115. This course is directed toward refining the student's ability to use vocabulary and grammatical forms accurately in the spoken language, using pronunciation and intonation in a manner acceptable to the native speaker. Listening comprehension, use of idioms, and classroom discussions are integral parts of the course. Recommended for all students continuing in German.



GERM 220 Introduction to German Literature (3). *Prerequisite:* GERM 115 or equivalent. A systematic introduction to the three "modes" shared by all European literature: dramatic, epic and lyric. The characteristics of each literary type will be investigated from historical and developmental perspectives, beginning with texts written for children and ending with German and world literature classics. All reading and discussion will be in German. 

GERM 250 Readings in German (3). *Prerequisite:* GERM 115 or equivalent. This course is intended for students who would like to improve their reading ability and expand their vocabulary. Emphasis is placed on vocabulary building, syntactical problems, and idiomatic usage through reading a variety of non-literary prose. Discussions are held in German. 


GERM 301, 302 Review Grammar and Composition (3, 3). *Prerequisite:* GERM 115 or equivalent. A systematic and thorough review of grammar with emphasis on the more idiomatic and difficult points of syntax. The grammar is elucidated on the basis of exercises, reading selections, discussions, and short compositions.


GERM 311, 312 Advanced Conversation (3, 3). *Prerequisite:* GERM 201 or consent of the instructor. Working with a variety of media, the student is trained to understand the language without being confused by syntactical structures and to converse in a spontaneous and idiomatic manner.


GERM 321, 322 Survey of German Literature (3, 3). GERM 321 covers from the Hildebrandslied to the end of the 18th century. GERM 322 covers from romanticism to the present. Reading and discussions are held in German. 


GERM 333, 334 German Life and Culture (3, 3). GERM 333 is *not* a prerequisite for GERM 334. (Conducted in English. See preceding notes for placement in the curriculum.) A study of the historical, literary and cultural traditions of Germany. GERM 333 covers the beginning through the 18th century; GERM 334 covers the 19th and 20th centuries. Assigned readings and field trips.  

GERM 401, 402 Advanced Composition (3, 3). This course is designed to help students express first concrete and then abstract ideas idiomatically and freely in writing. Vocabulary enrichment is gained through an in-depth study of word formation, compounds, derivatives and word-fields, with stress on the basic as well as figurative meanings of words. Emphasis is also placed on the refinement of rhetorical forms on a level comparable to that of native speakers.

GERM 439 Proseminar — Selected Topics in German Literature (3). Specialized study of one great German writer or relevant topics of literary criticism. Class is conducted in German. 

GERM 441, 442 German Literature of the Eighteenth Century (3, 3). The main works of the Enlightenment and Storm and Stress in 441; 442 covers German classicism. Conducted in German. 

GERM 451, 452 German Literature of the Nineteenth Century (3, 3). German romanticism is studied in 451; German realism from Hebbel to Fontane in 452. Class is conducted in German. 

GERM 461, 462 German Literature of the Twentieth Century (3, 3). Prose and dramatic writings from Gerhard Hauptmann to Expressionism are covered in 461; literary and philosophical movements from Expressionism to the present are covered in 462. Conducted in German. 



Historic-context for B.A./B.S.



Global-context for B.A./B.S.

Hungarian

HGRN 111, 112 Elementary Hungarian (3, 3). The beginning courses of the Hungarian language-acquisition sequence, emphasizing oral communication as a first step, leading to a balanced development of the four skills of listening, speaking, reading and writing. The teaching materials are so selected that the acquired skills can easily be applied to everyday situations.

Italian



ITAL 111, 112 Elementary Italian (3, 3). The beginning courses of the Italian language-acquisition sequence, emphasizing oral communication as a first step, leading to a balanced development of the four skills of listening, speaking, reading and writing. The teaching materials are so selected that the acquired skills can easily be applied to everyday situations.

ITAL 114, 115 Intermediate Italian (3, 3). *Prerequisite: ITAL 112.* Continued development of the four language skills with emphasis on the ability to express ideas orally using vocabulary and syntactical structures characteristic of the spoken language, and broadening of vocabulary through short reading selections.

ITAL 201 Conversational Italian (3). *Prerequisite: ITAL 115.* This course is directed toward refining the student's ability to use vocabulary and grammatical forms accurately in the spoken language, using pronunciation and intonation in a manner acceptable to the native speaker. Listening comprehension, use of idioms, and classroom discussions are integral parts of the course. Recommended for all students continuing in Italian.

ITAL 301, 302 Review Grammar and Composition (3, 3). *Prerequisite: ITAL 115 or equivalent.* A systematic and thorough review of grammar with emphasis on the more idiomatic and difficult points of syntax. The grammar is elucidated on the basis of exercises, reading selections, discussions, and short compositions.



ITAL 311, 312 Advanced Conversation (3, 3). *Prerequisite: ITAL 201 or consent of the instructor.* Working with a variety of media, the student is trained to understand the language without being confused by syntactical structures and to converse in a spontaneous and idiomatic manner.

ITAL 333, 334 Italian Life and Culture (3, 3). ITAL 333 is *not* a prerequisite for ITAL 334. (Conducted in English. See preceding notes for placement in the curriculum.) ITAL 333 covers the period from Roman times to the Renaissance; ITAL 334 from Renaissance to the present.  

Modern Greek

MGRK 111, 112 Elementary Modern Greek (3, 3). The beginning courses of the Modern Greek language-acquisition sequence, emphasizing oral communication as a first step, leading to a balanced development of the four skills of listening, speaking, reading and writing. The teaching materials are so selected that the acquired skills can easily be applied to everyday situations.

MGRK 114, 115 Intermediate Modern Greek (3, 3). *Prerequisite: MGRK 112.* Continued development of the four language skills with emphasis on the ability to express ideas orally using vocabulary and syntactical structures characteristic of the spoken language, and broadening of vocabulary through short reading selections.

MGRK 333, 334 Greek Life and Culture (3, 3). MGRK 333 is *not* a prerequisite for MGRK 334. (Conducted in English. See preceding notes for placement in the curriculum.) A study of the Greek contribution to western civilization, including architecture, art, literature, philosophy, and political thought. Emphasis on ancient Greece in MGRK 333 and on modern Greece in 334. Assigned readings and field trips.  

Portuguese



PORT 111, 112 Elementary Portuguese (3, 3). The beginning courses of the Portuguese language-acquisition sequence, emphasizing oral communication as a first step, leading to a balanced development of the four skills of listening, speaking, reading and writing. The teaching materials are so selected that the acquired skills can easily be applied to everyday situations.

PORT 114, 115 Intermediate Portuguese (3, 3). *Prerequisite: PORT 112.* Continued development of the four language skills with emphasis on the ability to express ideas orally using vocabulary and syntactical structures characteristic of the spoken language, and broadening of vocabulary through short reading selections.

Russian

RUSS 111, 112 Elementary Russian (3, 3). The beginning courses of the Russian language-acquisition sequence, emphasizing oral communication as a first step, leading to a balanced development of the four skills of listening, speaking, reading and writing. The teaching materials are so selected that the acquired skills can easily be applied to everyday situations.

RUSS 114, 115 Intermediate Russian (3, 3). *Prerequisite: RUSS 112.* Continued development of the four language skills with emphasis on the ability to express ideas orally using vocabulary and syntactical structures characteristic of the spoken language, and broadening of vocabulary through short reading selections.

RUSS 333, 334 Russian Life and Culture (3, 3). RUSS 333 is *not* a prerequisite for RUSS 334. (Conducted in English. See preceding notes for placement in the curriculum.) Study of Russian culture as embodied in its literary, artistic, and social traditions. Emphasis in the first term is on historical development; in the second term on contemporary Russia.  



Historic-context for B.A./B.S.





Global-context for B.A./B.S.

Spanish



SPAN 111, 112 Elementary Spanish (3, 3). The beginning courses of the Spanish language-acquisition sequence, emphasizing oral communication as a first step, leading to a balanced development of the four skills of listening, speaking, reading and writing. The teaching materials are so selected that the acquired skills can easily be applied to everyday situations.

SPAN 114, 115 Intermediate Spanish (3, 3). *Prerequisite: SPAN 112.* Continued development of the four language skills with emphasis on the ability to express ideas orally using vocabulary and syntactical structures characteristic of the spoken language, and broadening of vocabulary through short reading selections.

SPAN 250 Readings in Spanish (3). *Prerequisite: SPAN 115 or equivalent.* This course is intended for students who would like to improve their reading ability and expand their vocabulary. Emphasis is placed on vocabulary building, syntactical problems, and idiomatic usage through reading a variety of non-literary prose. Discussions are in Spanish.  

SPAN 301, 302 Review Grammar and Composition (3, 3). *Prerequisite: SPAN 115 or equivalent.* A systematic and thorough review of grammar with emphasis on the more idiomatic and difficult points of syntax. The grammar is elucidated on the basis of exercises, reading selections, discussions, and short compositions.

SPAN 311, 312 Advanced Conversation (3, 3). *Prerequisite: SPAN 201 or consent of the instructor.* Working with a variety of media, the student is trained to understand the language without being confused by syntactical structures and to converse in a spontaneous and idiomatic manner.



SPAN 333, 334 Spanish Life and Culture (3, 3). SPAN 333 is *not* a prerequisite for SPAN 334. (Conducted in English. See preceding notes for placement in the curriculum.) Study of Spanish culture as embodied in its literary, artistic, and social traditions. Emphasis in the first term is on historical development; in the second term on contemporary Spain. Assigned readings and field trips.  

Turkish

TURK 111, 112 Elementary Turkish (3, 3). The beginning courses of the Turkish language-acquisition sequence, emphasizing oral communication as a first step, leading to a balanced development of the four skills of listening, speaking, reading and writing. The teaching materials are so selected that the acquired skills can easily be applied to everyday situations.

TURK 114, 115 Intermediate Turkish (3, 3). *Prerequisite: TURK 112.* Continued development of the four language skills with emphasis on the ability to express ideas orally using vocabulary and syntactical structures characteristic of the spoken language, and broadening of vocabulary through short reading selections.

TURK 333, 334 Turkish Life and Culture (3, 3). TURK 333 is *not* a prerequisite for TURK 334. (Conducted in English. See preceding notes for placement in the curriculum.) Study of

Turkish and Moslem culture as embodied in literary, artistic, social, and religious traditions. Emphasis in the first term on historical development and in the second term on contemporary Turkey.  

Government and Politics

The study of politics is both an ancient discipline and a modern social science. The origin of the discipline can be traced to earliest times when philosophers, statesmen, and citizens studied the nature of government, justice, responsibility, and the consequences of government's action. More recently, the study of politics has also emphasized scientific observations about politics. Today, the discipline reflects a broad effort to collect data about politics and government utilizing relatively new techniques developed by all of the social sciences.


Students interested in Government and Politics should begin with either GVPT 170 American Government or GVPT 100 Principles of Government and Politics. Both courses serve as good introductions to the study of politics and at least one should be completed before enrolling for additional work in the field. Students considering careers in government service should take GVPT 210 Introduction to Public Administration early in their programs.


For Primary Areas of Specialization in GVPT, students will find work in other disciplines important. At least 3 s.h. of statistics is required. Language training should be started as soon as possible by students contemplating careers in international affairs. Management, Criminology, Economics, History, Philosophy, Psychology, and Sociology are all fields valuable to the study of GVPT.

GVPT 100 Principles of Government and Politics (3). A study of the basic principles and concepts of political science.

GVPT 170 American Government (3). This course is a comprehensive study of government in the United States — national, state, and local — and is the basic course in American government.

GVPT 210 Introduction to Public Administration and Policy (3). An introduction to the study of the administrative process in the executive branch with an examination of the concepts and principles of administration and their relationship to public policy. Examines the organizational structure, theory, and the behavior of participants in the administration of policy.

GVPT 240 Political Ideologies (3). *May be used as interdisciplinary PHIL credit.* A survey and analysis of the leading ideologies of the modern world, including anarchism, communism, socialism, fascism, nationalism, and democracy. 

GVPT 280 Comparative Politics and Governments (3). An introduction to the discipline of comparative politics. The analytic frameworks for comparative studies of politics and governmental institutions are presented, and the salient types of political systems are surveyed. 



Historic-context for B.A./B.S.



Global-context for B.A./B.S.

GVPT 300 International Political Relations (3). *Prerequisite: GVPT 100 or GVPT 170, or consent of the instructor.* A study of the major factors underlying international relations, the methods of conducting foreign relations, the foreign politics of the major powers, and the means of avoiding or alleviating international conflicts. 🌐

GVPT 388, 399 Special Topics in Government (1-3). Special topics courses and seminars focusing upon problems and issues of relevance and general interest.

GVPT 401 Problems of World Politics (3). *Prerequisite: GVPT 100 or GVPT 170, or consent of the instructor.* A study of governmental problems of international scope, such as causes of war, problems on neutrality, and propaganda. Students are required to report on readings from current literature. 🌐

GVPT 443 Contemporary Political Theory (3). *May be used as interdisciplinary HIST credit. Prerequisite: GVPT 100 or GVPT 170, or consent of the instructor.* A survey of the principal political theories and ideologies from Karl Marx to the present. 📖 🌐

GVPT 444 American Political Theory (3). *May be used as interdisciplinary HIST credit. Prerequisite: GVPT 170 or consent of the instructor.* A study of the development and growth of American political concepts from the Colonial period to the present. 📖

GVPT 451 Foreign Policy of Russia and the Former U.S.S.R. (3). *May be used as interdisciplinary HIST credit. Prerequisite: GVPT 100 or consent of the instructor.* A study of the development of the foreign policy of the Soviet Union, with attention paid to the forces and conditions that make for continuities and changes from Tsarist policies. 📖 🌐

GVPT 455 Contemporary Middle Eastern Politics (3). *May be used as interdisciplinary HIST credit. Prerequisite: GVPT 100 or consent of the instructor.* This course examines recent and current political problems such as the Camp David Accords, the Iran-Iraq War, the Gulf War, the Israeli-PLO peace agreements, and the political impact of religious fundamentalist movements on regional developments. 📖 🌐

GVPT 457 American Foreign Relations (3). *May be used as interdisciplinary HIST credit. Prerequisite: GVPT 170 or consent of the instructor.* The principles and machinery of the conduct of American foreign relations, with emphasis on the Department of State and the Foreign Service, and an analysis of the major foreign policies of the United States. 📖

GVPT 475 The Presidency and the Executive Branch (3). *Prerequisite: GVPT 170 or consent of the instructor.* An examination of the executive, legislative and party roles of the president in the political process.

GVPT 481 The Government and Administration of the former Soviet Union (3). *Prerequisite: GVPT 100 or consent of the instructor.* A study of the adoption of the communist philosophy by the Soviet Union, of its governmental structure and of the administration of government policy in the Soviet Union. 🌐

GVPT 486 Comparative Studies in European Politics (3). *Prerequisite: GVPT 100 or consent of the instructor.* A comparative study of political processes and governmental forms in selected European countries. 🌐



History

History is the study of the human past. It is based on rigorous research that involves finding evidence of past events, interpreting the evidence, and explaining not only what happened but how and why. Thus, as an undergraduate field of study, history broadens the student's cultural background while at the same time helping prepare the student for fields such as law, teaching, writing, and government service.

History courses can be used to fulfill the Arts and Humanities portion of the GER. The best starting point for students is either the Western Civilization sequence HIST 141 and 142 or the U.S. History sequence HIST 156 and 157. Students planning to develop a Primary Area of Specialization (PAS) in History should take upper-level History courses from several areas of history such as American, European and Asian. Students with a History PAS must earn the Bachelor of Arts degree. Depending on the emphasis desired, Anthropology, Art, Economics, Education, English, Foreign Language, Government and Politics, Music, Philosophy, Psychology, Sociology and Women's Studies are disciplines with relevant courses for the history student.

HIST 108 Biography in History (3). Detailed investigations in the lives, times and works of important and visible figures in world history; each section is usually devoted to a single figure. Concern for both the theory of the individual in history and close examination of the single person. May be repeated to a maximum of six semester hours when the topics differ. 📖



HIST 141 Western Civilization I (3). Political, social and intellectual developments that form the values and institutions of the western world. Ends with 1715. May be taken independently of HIST 142. 📖 🌐





Historic-context for B.A./B.S.




Global-context for B.A./B.S.


HIST 142 Western Civilization II (3). Begins with 1715 and ends with modern times and may be taken independently of HIST 141.  


HIST 156 History of the United States to 1865 (3). A survey of the history of the United States from colonial times to the end of the Civil War. Emphasis on the establishment and development of American institutions. 



HIST 157 History of the United States Since 1865 (3). A survey of economic, social, intellectual and political developments since the Civil War. Emphasis on the rise of industry and the emergence of the United States as a world power. 



HIST 219 Special Topics in History (1-3). Special topics courses and seminars focusing upon problems and issues of relevance and general interest.


HIST 255 African-American History (3). A survey of black Americans in U.S. history, covering the African background, slavery, and role of blacks in the social, political, economic, cultural and artistic life in the United States. Emphasis will be placed on the enduring themes and the black experience in American society, including contemporary problems in race relations. 

HIST 266 The United States in World Affairs (3). *May be used as interdisciplinary GVPT credit.* A study of the United States as an emerging world power and the American response to changing status in world affairs from Revolutionary times to the present. 


HIST 319 Special Topics in History (1-3). Special topics courses and seminars focusing upon problems and issues of relevance and general interest. 


HIST 336 Europe in the Nineteenth Century, 1815-1919 (3). *Prerequisite: HIST 142 or consent of the instructor.* A study of the political, economic, social and cultural development of Europe from the Congress of Vienna to the First World War.  



HIST 337 Europe in the World Setting of the Twentieth Century (3). *Prerequisite: HIST 142 or consent of the instructor.* A study of political, economic and cultural developments in twentieth-century Europe with special emphasis on the factors involved in the two world wars and their global impacts and significance.  



HIST 365 The Progressive Period: The U.S., 1896-1919 (3). *Prerequisite: HIST 157 or consent of the instructor.* An examination of the impact of industrialization, the end of the frontier, the rise of the city, and the emergence of the United States as a world power upon American political, economic and cultural life. Special emphasis is placed upon the progressive reforms of Theodore Roosevelt and Woodrow Wilson. World War I is treated briefly. 



HIST 366 Between the Wars: The U.S., 1919-1945 (3). *Prerequisite: HIST 157 or consent of the instructor.* An examination of one of the most formative periods in modern American history, the 26 years between the end of the First World War and the end of the Second. Topics to be included are the impact of



the Treaty of Versailles, the "new" society of the 1920s, the diplomacy of Isolationism and the road to World War II, the causes of the Great Depression of the 1930s, and their traumatic consequences. World War II is treated briefly. 


HIST 367 The U.S. Since World War II (3). *May be used as interdisciplinary GVPT credit. Prerequisite: HIST 157 or consent of the instructor.* This is the study of the tumultuous history of the American people since World War II. It is particularly concerned with the origins of the Cold War, the Soviet-American rivalry, the upheavals of the 1960s, and the fundamental changes which have taken place in American politics, the economy and society. 


HIST 392 History of the Contemporary Middle East (3). *May be used as interdisciplinary GVPT credit. Prerequisite: HIST 142 or consent of the instructor.* This course covers the rise of nation states in the region after the collapse of the Ottoman Empire. It focuses on the conflicting regional nationalism and ideologies and their development within the context of the Cold War and the Arab-Israeli conflict and peace process.  

HIST 440 Germany in the Nineteenth Century, 1815-1914 (3). *Prerequisite: HIST 142 or consent of the instructor.* The development of modern Germany and the rise of national socialism.  

HIST 441 Germany in the Twentieth Century, 1914-Present (3). *Prerequisite: HIST 142 or consent of the instructor.* Germany's aims and policies during World War I, its condition and policies in the inter-war period, the rise of national socialism, Germany's part in World War II, and the post-war era.  

HIST 442 20th-Century Russia (3). *Prerequisite: HIST 142 or consent of the instructor.* A history of the former Soviet Union from 1917 until its collapse in 1992. Stress is placed on the relationship between Marxist theory and practice, and the critical regimes of Lenin, Stalin and Gorbachev.  

HIST 452 Diplomatic History of the United States to 1914 (3). *May be used as interdisciplinary GVPT credit. Prerequisite: HIST 156 or HIST 157, or consent of the instructor.* American foreign relations from the beginning of the American revolution in 1775 through the beginning of World War I, excluding both international developments and domestic influences that contributed to American expansion in world affairs, and analyses of significant individuals active in American diplomacy and foreign policy. 

HIST 453 Diplomatic History of the United States Since 1914 (3). *May be used as interdisciplinary GVPT credit. Prerequisite: HIST 157 or consent of the instructor.* American foreign relations in the twentieth century. Causes and problems of World War I, the Great Depression, World War II, and the Cold War. A continuation of HIST 452. 

Library Skills

LIBS 100 Introduction to University Library Skills (1). This course introduces students to basic research methods and efficient use of library materials. In addition to an orientation to the local library, topics such as finding information in books and periodicals, library classification schemes, catalog cards, using reference materials and periodical indexes, basic search techniques for electronic tools, and determining a search strategy are covered. This course is usually scheduled as two all-day sessions separated by at least one week. *Must be completed within a student's first 16 s.h. of Maryland course work.*

Mathematics and Statistics

The University of Maryland University College mathematics and statistics courses offered through the European Division satisfy a variety of student needs. Beginning-level courses are designed to accommodate students with a wide range of interests and backgrounds as well as to build confidence and skills in basic mathematics. Several courses meet specific requirements for certificates and degrees in Maryland's Computer Studies and Business and Management programs. Students who plan to do extensive work in economics, education, and government and politics should complete at least one college-level statistics course. For students seeking degrees in the physical sciences, engineering sciences, computer science, or mathematics, applied mathematics courses spanning topics from pre-calculus to post-calculus are offered.

A diagnostic test, available in the education centers, is normally administered to students as a guide to initial placement in the Maryland mathematics program. Students should request this test prior to their first enrollment in mathematics with the European Division to assure that they are placed in a course appropriate to their abilities and background.

In mathematics, a student may not receive credit for a course which is a prerequisite of a course already completed. (Example: A student who has successfully completed MATH 130 may not subsequently receive credit for MATH 108.) When registering for mathematics courses, it is important that students understand this policy and pay special attention to the prerequisites listed.

Calculators and computers are used extensively for routine computation in the modern world. The Maryland mathematics program reflects current practice in machine computation. Therefore, students may be expected to own and use calculators in any mathematics course.

EDCP 108C Problem Solving Using Calculators (1). *Elective credit only. Prerequisite: MATH 100 or equivalent.* The appropriate algorithms and tools for problem solving at the college algebra and introductory statistics level are discussed. Emphasis will be placed on selecting the most appropriate calculator, scientific, graphing or programmable, and using it efficiently. Mathematical concepts will be introduced as necessary to facilitate understanding of how electronic devices store, manipulate and access data.

EDCP 108M Mathematics Study Skills and Confidence Building (1). *Elective credit.* This course helps students who are concerned about their success in mathematics courses. Origins of mathematics anxiety are explored and math myths debunked. Students are taught special study and test-preparation techniques and are shown how to take control of the math-learning situation. Study techniques are practiced in simulated math lessons. *Recommend that this course be taken concurrently with MATH 100 or MATH 101.*

GNST 201 Introductory Statistics (3). *Prerequisite: MATH 101 or equivalent.* An introductory course in statistics. Topics include descriptive statistics, concepts of probability, probability distributions, sampling distributions, confidence intervals, hypothesis testing, analysis of variance, and regression. Applications in business, social science and other fields. *Credit will be given for only one course, BMGT 230, GNST 201, MATH 111, PSYC 200 or STAT 100.*

MATH 100 Transitional Mathematics (3). *Elective credit only. A diagnostic examination is administered.* Arithmetic of whole numbers, decimals, fractions, and signed numbers is reviewed. Ratio, proportions and percents. Perimeter and area of simple geometric figures. Introductory algebra, including linear equations, rational expressions, exponents, polynomials and radicals. All topics are employed to solve applied problems. *This course does not satisfy the General Education Requirement in mathematics. This course was previously offered as UCSP 198 Transitional Mathematics; credit is granted for one course or the other, but not both. A student cannot earn credit for MATH 100 after successfully completing a higher-level mathematics course.*

MATH 101 Concepts of Modern Algebra (3). *A diagnostic examination is administered.* Numbers and their algebraic properties; polynomials in one and several variables and factoring; radical expressions; linear and quadratic functions and their graphs; equations, including quadratic, simultaneous, rational and radical; systems of equations and inequalities. All topics are employed to solve applied problems, after suitable introduction and discussion. Successful completion of this course satisfies the prerequisite for MATH 107 and GNST 201.

MATH 101 applies to the GER and is of particular value and importance to students who plan to study business, management, computers, or the social sciences. Students in these fields are urged to complete MATH 101 within their first 16 s.h. of Maryland work.

MATH 107 Selected Topics in Algebra (3). *Prerequisite: MATH 101 or equivalent. A diagnostic examination is administered.* Continuation of the study of college algebra; equations, inequalities, functions and their graphs, exponential and logarithmic functions, systems of equations and inequalities, introduction to matrices. *Previously listed as MATH 105C. A student can earn credit for only one course, MATH 105C, MATH 107, or MATH 110.*

MATH 108 Trigonometry and Analytic Geometry (3). *Prerequisite: MATH 107 or equivalent.* Trigonometric functions, identities and equations, applications of trigonometry, vectors, complex numbers, polynomials and rational functions, equations of conic sections. *A student can earn credit for only one of the following courses: MATH 108 or MATH 115.*

MATH 130 Calculus A (3). *Prerequisite: MATH 108 or equivalent.* Introduction to calculus, including functions, continuity, derivatives, and applications of derivatives including maximum-minimum problems, related rates and graphs of functions. *Credit will be given for only one course, MATH 130 or MATH 220.*

MATH 131 Calculus B (3). *Prerequisite: MATH 130 or equivalent.* A continuation of MATH 130. Definite and indefinite integrals; calculations of area between curves; applications of integrals including volumes, arc length, surface, work, moments; area in polar coordinates; exponential, logarithmic, inverse trigonometric and hyperbolic functions; integration by parts. *Credit will be given for only one course, MATH 131 or MATH 221.*

MATH 132 Calculus C (3). *Prerequisite: MATH 131 or equivalent.* A continuation of MATH 131. Techniques of integration including parts, trigonometric substitution and partial fractions; improper integrals; sequences and series including convergence tests, Taylor polynomials and Taylor's theorem; conic sections; introduction to vectors including dot and cross products.

The MATH 130/131/132 sequence is the equivalent of one academic year of calculus at most colleges and universities. MATH 130 is a 3 s.h. course which covers most, but not all, of the material included in typical 4 s.h. introductory calculus courses at other institutions. To ensure articulation with the first-year calculus sequence at other institutions, students are strongly advised to complete all three courses with the European Division. Upon completion of the MATH 130/131/132 sequence, students are prepared to enroll in MATH 240, 241 or 246.

MATH 240 Linear Algebra (4). *Prerequisite: MATH 132 or equivalent.* Basic concepts of linear algebra: vector spaces, applications to line and plane geometry, linear equations and matrices, similar matrices, linear transformations, eigen-values, determinants and quadratic forms.

MATH 241 Multivariable Calculus (4). *Prerequisite: MATH 132 or equivalent.* Introduction to multivariable calculus, including vectors and vector-valued functions; partial derivatives and applications of partial derivatives, including tangent planes and Lagrange multipliers, multiple integrals, volume, surface area and the classical theorems of Green, Stokes and Gauss.

MATH 246 Differential Equations for Scientists and Engineers (3). *Prerequisite: MATH 132 or equivalent.* An introduction to the basic methods of solving differential equations. Separable, exact and linear first-order differential equations, techniques for higher order linear equations including undetermined coefficients, variation of parameters, series solutions and numerical methods.

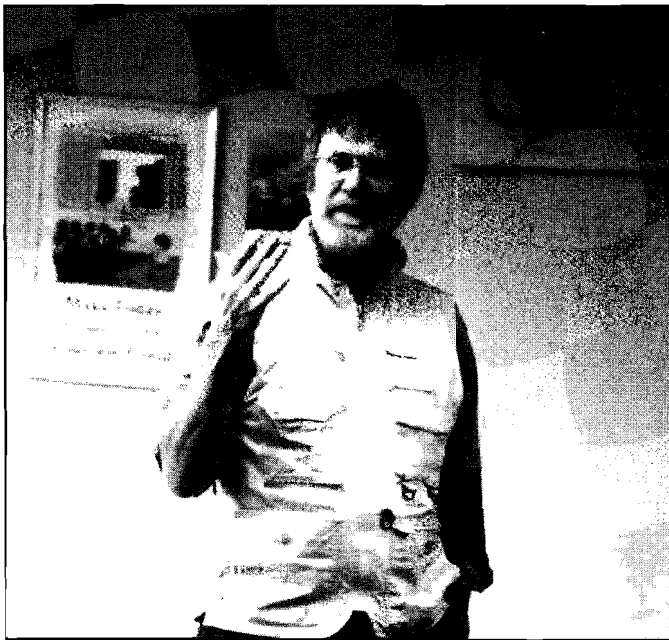
MUSC 130 Survey of Music Literature (3). A study of the principles upon which music is based, a tracing of the development of musical form and media, brief biographies of major composers, studies of some compositions from the major periods. Listening to musical repertoire performed today, from medieval times to present-day modern music, is a main part of the course. Live concerts are attended.

Open University

Open University guided-study courses are interdisciplinary and are best suited for highly motivated students who are able to learn independently. Since major emphasis is placed upon written assignments, students must have completed six (preferably nine) semester hours of the GER Communications Requirement, including ENGL 101, before enrolling in Open University courses. ENGL 106 Writing the Documented Paper is strongly recommended. Students are expected to have writing and research skills commensurate with upper-level (300/499) work. Because Open University courses are upper-level, students also must have completed at least 30 s.h. (including LIBS 100) of college/university classroom study with a cumulative grade point average of 2.00 (C) or better. Open University courses are normally scheduled over two terms.

Courses consist of prepackaged texts, articles and study guides which give structure to the extensive reading and writing assignments. Instructional films and/or videotapes are used when appropriate. Students are assigned a tutor who holds regularly scheduled group tutorial sessions and who is available for guidance by telephone and mail. For example, a six-semester-hour Open University course has four tutorial sessions of which *the first (introductory) and the last (final examination) are mandatory*. Most students welcome the opportunity to discuss the course materials and therefore attend the other sessions as well.

Open University courses are offered in three interdisciplinary areas: Behavioral and Social Sciences (BEHS), Humanities (HUMN), and Technology and Management (TMGT). Students who plan to enroll should note the prerequisites for the specific Open University course and consult with a counselor before registering.



Music

Courses in Music fulfill the Arts and Humanities portion of the GER. In addition, the study of Music provides yet another means for students to gain an appreciation and understanding for the culture of the host nation in which they are living.

Philosophy

Courses in Philosophy seek to develop students' logical and critical skills and their understanding of the foundations of human knowledge and of value in accordance with the conception of philosophy as essentially an activity rather than a body of doctrine. Thus, in all courses students can expect to receive concentrated training in thinking clearly and inventively and in expressing themselves exactly about philosophical issues. This training has general applicability to all professions in which intellectual qualities are highly valued. Philosophy courses, therefore, are offered usually to serve the interests of students who are completing Primary Areas of Specialization and preparing for careers outside of Philosophy. In the Maryland curriculum, Philosophy courses fulfill requirements in the Arts and Humanities portion of the GER. A student who does take a Primary Area of Specialization in Philosophy must complete the Bachelor of Arts degree.


PHIL 100 Introduction to Philosophy (3). An introduction to the literature, problems, and methods of philosophy either through a study of some of the main figures in philosophic thought or through an examination of some of the central and recurring problems in philosophy.


PHIL 140 Contemporary Moral Issues (3). The uses of philosophical analysis in thinking clearly about such widely debated moral issues as abortion, euthanasia, homosexuality, pornography, reverse discrimination, the death penalty, business ethics, sexual equality, and economic justice.


PHIL 142 Introduction to Ethical Theory (3). A critical examination of classical and contemporary systems of ethics, such as those of Aristotle, Kant, Mill, and Rawls.

PHIL 170 Introduction to Logic (3). A general introduction to the discipline of logic. Traditional and modern deductive techniques; informal fallacies.

ENGL 173, PHIL 173 Logic and the English Language (3). *Prerequisite: ENGL 101.* This course focuses on the techniques used in deductive and inductive reasoning. Although not a writing course, it allows the student to become more critically aware of logical distinctions presented in argument. Both classic and modern works are analyzed and discussed. Applicable to Humanities GER.

PHIL 236 Philosophy of Religion (3). A philosophical study of some of the main problems of religious thought: the nature of religious experience, the justification of religious belief, the conflicting claims of religion and science, and the relation between religion and morality. 

PHIL 310 Ancient Philosophy (3). *Prerequisite: Consent of the instructor.* A study of the origins and development of philosophy and science in ancient Greece, focusing on the pre-Socratics, Socrates, Plato, and Aristotle. 

PHIL 320 Modern Philosophy (3). *Prerequisite: PHIL 310 or consent of the instructor.* A study of major philosophical issues of the 16th, 17th and 18th centuries through an examination of such philosophers as Descartes, Newton, Hume, and Kant. 

Psychology

Psychology is the social science which addresses the study of behavior and mental processes. Topics a student of psychology might expect to encounter include learning and memory, motivation of work behavior, dreams and hypnosis, and the therapeutic treatment of depression.

Students who elect a Primary Area of Specialization in psychology must complete at least 3 s.h. in statistics (e.g., GNST 201 Introductory Statistics). Students considering graduate work in psychology are advised to take advanced mathematics, statistics and an experimental psychology lab course such as PSYC 309 Special Topics: Experimental Design and Analysis.

For their first course, students should complete PSYC 100 Introduction to Psychology, which introduces history, terminology, basic concepts and theories, and current issues relevant to the field. PSYC 100 is the prerequisite for all other psychology courses. Course work in psychology may be applied to the social sciences portion of the GER; some psychology courses carry interdisciplinary credit in SOCY, BMGT and/or MGST.

For additional psychology courses, see the Education section of this *Catalog* and Maryland publications concerning Open University courses.

PSYC 100 Introduction to Psychology (3). A basic introductory course intended to bring the student into contact with the major problems confronting psychology and the more important attempts at their solution.

PSYC 221 Social Psychology (3). *May be used as interdisciplinary SOCY credit. Prerequisite: PSYC 100.* The influence of social factors on the individual and interpersonal behavior. Includes topics such as conformity, attitude change, person perception, interpersonal attraction and group behavior. *Students may receive credit for only one of the following courses: PSYC 221 or SOCY 230.*

PSYC 235 Psychology of Adjustment (3). *Prerequisite: PSYC 100.* Theory and research on the psychology of personal adjustment in everyday life. Emphasis is on self-concept, emotions, self-control, interpersonal relations, and stress. *Students may receive credit for only one of the following courses: PSYC 235 or PSYC 335.*

PSYC 301 Biological Basis of Behavior (3). *Prerequisite: PSYC 100.* The experimental analysis of the behavior of humans and animals from the point of view of the biological mechanisms of behavior. Topics such as genetic determiners and physiological mechanisms, and basic principles of conditioning and learning.

PSYC 309 Special Topics in Psychology (1-3). *Prerequisite: PSYC 100.* Seminar discussion of topics of current interest. The areas explored may extend or augment those covered in more general topical courses. May be repeated to a maximum of 6 s.h. when topics differ.

PSYC 310 Perception (3). *Prerequisite: PSYC 100.* A survey of phenomena and theories of perception including psychological, anatomical, physiological, and environmental factors important in determining how we perceive the world. Historical background will be examined as well as contemporary research.

PSYC 334 Psychology of Interpersonal Relationships (3). *Prerequisite: PSYC 100.* Research and theory and their practical applications to the development, maintenance and dissolution of human relationships. Processes critical to successful relating (e.g., communication, bargaining, conflict resolution), and issues associated with troubled dyadic relations with equal partners (e.g., jealousy, spouse abuse, divorce).

PSYC 341 Introduction to Memory and Cognition (3). *Prerequisite: PSYC 100.* An introduction to the basic models, methods of research and findings in memory, problem-solving, and language and their applications.

PSYC 353 Adult Psychopathology (3). *Prerequisite: PSYC 100.* An examination of the nature, diagnosis, etiology and treatment of mental disorders among adults. *Not open for credit to students who have already received credit for PSYC 331 or PSYC 431.*

PSYC 354 Cross-Cultural Psychology (3). *Prerequisite: PSYC 100.* An exploration of cultural components of theory and research in the fields of personality, social psychology, and community psychology. The interplay of individual, ethnic, and cultural factors in psychosocial growth and well-being as well as in cross-cultural and cross-ethnic communication are stressed. Counseling and psychotherapeutic interactions are discussed.

PSYC 355 Child Psychology (3). *Prerequisite: PSYC 100.* Survey of research and theory of psychological development from conception through childhood, stressing physiological, conceptual, and behavioral changes and the social and biological context in which individuals develop. *Not open for credit to students who have completed PSYC 333.*

PSYC 361 Survey of Industrial and Organizational Psychology (3). *May be used as interdisciplinary BMGT credit. Prerequisite: PSYC 100 or consent of instructor.* A general survey of the field of industrial psychology including such topics as organizational entry (recruitment, selection, training, socialization), organizational psychology (motivation, leadership, job attitudes), and productivity in the work (performance appraisal, absenteeism, turnover). The role that the larger environment plays in influencing work behaviors and work attitudes.

PSYC 435 Personality Theories (3). *Prerequisites: PSYC 100 and GNST 201 or equivalent.* Major theories of personality and research methods and findings relevant to those theories. *Not available for credit to students who have received credit for PSYC 335.*

PSYC 436 Introduction to Clinical Psychology (3). *Prerequisite: PSYC 100.* A survey and critical analysis of clinical psychology with particular emphasis on current developments and trends. Designed to broaden the student's perspective on clinical psychology, to increase intrinsic interest in the field, and to provide students with a firm basis for critical evaluation of major theoretical and methodological foundations in the field. Students will be expected to conduct individual projects related to the course with a substantial amount of direct supervision.

EDHD 460 Educational Psychology (3). *May be used as interdisciplinary PSYC credit. Prerequisite: PSYC 100 or EDHD 300 Human Development and Learning or equivalent.* Offers an examination of research and problems in educational psychology. Includes consideration of measurement and the significance of individual differences, learning, motivation and

emotions, transfer of learning, intelligence, attitudes, problem solving, understanding, thinking and communicating knowledge. This course is intended to provide an overview of educational psychology with an emphasis on learning processes.

Science

With the exceptions listed below, all science courses are non-laboratory courses. Laboratory courses are offered only when properly equipped laboratories are available for University use. Tuition for laboratory courses covers the cost of equipment and supplies. Both laboratory and non-laboratory science courses are applicable to the Math/Science/Statistics portion of the GER.

Though extensive laboratory science programs are difficult to offer in an off-campus setting, the European Division makes every effort to provide appropriate courses to its students.

ASTR 100 Introduction to Astronomy (3). *Recommended that MATH 101 be taken prior to this course.* An elementary course in descriptive astronomy, especially appropriate for non-science students. Sun, moon, planets, stars and nebulae, galaxies, evolution. The student may expect to encounter equations and to be asked occasionally to manipulate terms or do calculations requiring basic mathematics skills.

BIOL 101 Concepts of Biology (3). An introductory lecture course for the non-science major emphasizing the fundamental organization, processes and interdependence of living organisms and the biological effects associated with human influence on the ecosystem.

BOTN 211 Ecology and Mankind (3). Basic ecological principles as they relate to ecological dilemmas of overpopulation, pollution, increasing consumption of natural resources, and deteriorating land use ethics facing mankind today.

CHEM 103 General Chemistry I (4). *Prerequisites: MATH 101 or equivalent and high school chemistry or equivalent. Students with no previous exposure to chemistry should consider taking GNST 100 before enrolling in CHEM 103.* Forty-eight lecture hours and 32 laboratory hours in a University of Maryland-approved laboratory. The first course of a chemistry sequence intended for students whose curricula requires a year or more of chemistry. The nature and composition of matter, chemical calculations, elements and inorganic compounds. *Credit may be received for only one of the following courses: CHEM 103 or 107.*

CHEM 107 Chemistry and Man (3). *Recommended that MATH 101 be taken prior to this course.* Lecture course intended for non-science majors. The impact of chemistry on human life. The chemistry of the universe, of the body, of the mind, of food and drugs, of consumer goods, and of everyday life. *Credit may be received for only one of the following courses: CHEM 103 or 107.*

GEOL 100 Physical Geology (3). A study dealing primarily with the principles of dynamical and structural geology. A general survey of the rocks and minerals composing the earth; the movement within it; and its surface features and the agents that form them.

GEOL 110 Physical Geology Laboratory (1). *Prerequisite:* GEOL 100. An introduction to the basic materials and tools of physical geology, stressing familiarization with rocks and minerals and the use of maps in geologic interpretations. Students may be required to attend weekend field trips.

GEOL 120 Environmental Geology (3). A review of geologic factors underlying many environmental problems and the interactions between population and physical environment: geologic hazards, land-use planning, conservation, mineral resources, waste disposal, and reclamation and the geologic aspects of health and disease.

GNSC 100 Introduction to Physical Science (3). *Prerequisite:* MATH 100. *MATH 101 recommended.* An introductory course covering some of the basic principles of physics, chemistry, astronomy, geology, oceanography and meteorology. The course discusses the development of scientific thinking, the relationships among the different areas of physical science, and their roles in understanding the natural world. The student may expect to encounter equations and to be asked to manipulate terms or do calculations involving basic mathematics skills.

GNSC 160 Human Biology (3). A general introduction to human structure, functions, genetics and evolution for the non-science major. The course explains the human organism beginning with heredity and the basic cellular level and continuing through the circulatory, respiratory, digestive, nervous, endocrine, reproductive and immune systems. Interaction of the body with external influences is also discussed.

PHYS 111 Physics in the Modern World (3). *Prerequisite:* MATH 107. *MATH 108 recommended.* A general physics course covering classical mechanics at the basic algebra level. Elementary trigonometry and vector properties are introduced in the course. Topics include length, time, mass, motion, force, momentum, and energy. This course does not satisfy requirements of the professional schools.

PHYS 112 Physics in the Modern World (3). *Prerequisite:* PHYS 111. Continuation of PHYS 111, a general physics course covering thermal physics, electric and magnetic fields, circuits, waves, sound, radiation, and light. This course does not satisfy requirements of the professional schools.

PHYS 161 General Physics: Mechanics and Particle Dynamics (3). *Pre- or co-requisite:* MATH 131. Laws of motion, force, energy; principles of mechanics, collisions, linear momentum, rotation, and gravitation. Students in PHYS 161 may enroll in the laboratory course, PHYS 195, but this is not essential for completion of PHYS 161.

PHYS 195 Introductory Physics Laboratory (1). *Pre- or co-requisite:* PHYS 161. Thirty-two laboratory hours in a University of Maryland-approved laboratory. Kinematics, dynamics, conservation laws.

ZOOL 146 Heredity and Man (3). For non-science students who endeavor to gain an understanding of human genetics so they can intelligently consider how recent discoveries and environmental changes may affect the future of human heredity.

ZOOL 270 Population Biology and General Ecology (3). General introduction to population and community biology, with consideration of principles of evolution, population genetics,

population growth and steady states, age structure of populations, multispecies, dependencies, and ecosystem energetics. Illustrations will be drawn both from natural populations and human populations.

Sociology

Sociology is the study of human social and group behavior, concentrating on the interaction between people, the social organization of people, and social order and social change within societies. Sociology's subject matter ranges from the intimate family to the hostile mob, from crime to religion, from the divisions of race and social class to the shared beliefs of a common culture, from the sociology of work to the sociology of sport. Few fields have such broad scope and relevance.

Students should begin with SOCY 100 Introduction to Sociology or SOCY 105 Introduction to Contemporary Social Problems. SOCY 100 will be most useful for students continuing in Sociology because it provides the basic concepts used in specialized advanced courses such as formal organizations, criminology, minority relations, population, and social psychology. Students with a primary specialization in Sociology must complete at least 3 s.h. in statistics. An applied statistics course (e.g., GNST 201) should be completed early by students who plan a Primary Area of Specialization and/or plan to apply to graduate school in Sociology.

Complementary disciplines which students should consider taking in support of a Primary Area of Specialization in Sociology are Anthropology, Business and Management, Criminology, Economics, Education, Government and Politics, History, Law Enforcement, Philosophy and Psychology. SOCY courses can be applied to the Social Sciences portion of the GER.

SOCY 100 Introduction to Sociology (3). The fundamental concepts and principles of sociology. Includes consideration of culture, patterns of social interaction, norms, values, social institutions, stratification, and social change.

SOCY 105 Introduction to Contemporary Social Issues (3). An examination of contemporary social problems through sociological perspectives; ways in which social problems are part of the organization of society; a detailed study of selected social problems including social conflict and social inequality.

SOCY 227 Introduction to the Study of Deviance (3). An introduction to the sociological study of deviant behavior. Major topics include mental illness, sexual deviance, and the use of drugs. *Students may receive credit for only one of the following courses: SOCY 227 or SOCY 327.*

SOCY 230 Sociological Social Psychology (3). *May be used as interdisciplinary PSYC credit. Prerequisite:* SOCY 100 or 105. Social psychology of groups such as committees, teams, clubs, sects, social movements, crowds, and publics. Origin of the social self; role behavior, intergroup and intragroup relations. *Students may receive credit for only one of the following courses: SOCY 230 or PSYC 221.*

SOCY 300 American Society (3). *Prerequisite:* SOCY 100 or 105. The social structure and organization of American society with special reference to recent social change. A sociological perspective on urban and other population trends; the character structure, values and ideology of Americans — social movements and changes in work, family life and recreation.

SOCY 325 Sociology of Gender (3). *Prerequisite: SOCY 100 or 105.* Sex-role differentiation and sex inequality from a sociological perspective. Institutional bases of sex inequality, cultural views of the sexes, sex-role socialization and sex-role change. Emphasis is on contemporary American society.

SOCY 398 Special Topics in Sociology (1-3). Special topics courses and seminars focusing upon problems and issues of relevance and general interest.

SOCY 430 Sociology of Personality (3). *May be used as interdisciplinary PSYC credit. Prerequisite: SOCY 100 or 105.* Development of human nature and personality in contemporary social life; processes of socialization; attitudes, individual differences, and social behavior.

SOCY 443 The Family and Society (3). *Prerequisite: SOCY 100 or 105.* Study of the family as a social institution; its biological and cultural foundation; historic development, changing structure and function; the interaction of marriage and parenthood; disorganizing and reorganizing factors in present-day trends.

SOCY 462 Industrial Sociology (3). *May be used as interdisciplinary BMGT credit. Prerequisite: SOCY 100 or 105.* The sociology of human relations in American industry and business. Complex industrial and business organizations as social systems. Social relationships within and between industry, business, community, and society.

Speech and Theater

Students may apply one Speech course toward the Communications portion of the GER. Theater courses fulfill the GER Arts and Humanities requirement. Students completing a Primary Area of Specialization in Business and Management or Management Studies, as well as students whose professional work requires effective public speaking, should consider enrolling in at least one Speech course. A course in Theater can be a valuable part of programs in literature and language.

SPCH 100 Foundations of Speech Communication (3). A study of oral communication principles, including verbal and nonverbal language, listening, group dynamics, and public speaking. Emphasis in this course is upon the application of these principles to contemporary problems and upon the preparation of different types of oral discourse. *Credit is not granted for both SPCH 100 and SPCH 107.*

SPCH 107 Technical Speech Communication (3). A course covering the basics of speech communication within the context of a technical environment. In addition to the basics of speech preparation and presentation, emphasis is placed on communication about technical subjects and within a technical environment. Special problems involving modern media and communications technology will be covered, as well as mass communications theory and presentation style. *Credit is not granted for both SPCH 107 and SPCH 100.*

SPCH 125 Introduction to Interpersonal Communication (3). A study of interpersonal communication theory and its application, including: one-to-one interaction; verbal/nonverbal effectiveness; self-disclosure/self-assertion; active listening/emphatic

understanding; communication among strangers, acquaintances, friends; intimate communication; family communication; and interviewing.

THET 110 Introduction to the Theater (3). Introduction to the people of the theater: actors, directors, designers and back-stage personnel. The core and characteristics of a play script; theatrical forms and styles; and theater history.

University College Special Courses

The European Division offers a large number of special courses each year which take advantage of the opportunities afforded by living and studying in Europe and of the expertise of the Maryland faculty. Special course formats range from the one-semester-hour weekend seminars on topics of current interest and importance, to traditional classroom courses, to field study courses that conduct anthropological, cultural, historical, sociological and/or scientific study at various sites in Europe, Africa and the Middle East. As appropriate, these courses apply in Primary and Secondary Areas of Specialization and as electives.

UCSP 198, 298, 398, 498 Special Topics (1-6). Special projects, programs and seminars, normally of an interdisciplinary and/or area studies nature, focusing upon problems and issues of relevance and general interest. Credit will be determined by the academic content of the course.

UCST 199, 299, 399, 499 Workshop in Foreign Cultures (1-6). A supervised field study designed to take advantage of the special cultural opportunities to which the student in Europe has access. Related readings should precede the field study. Directed study and integrated series of lectures combined with travel provide in-depth study of the cultures of other countries. Lectures may cover the historical, geographical, political, economic, intellectual and social aspects of a country or area. Credit will be determined by the length and academic content of the field study.

Women's Studies

Women's Studies is an interdisciplinary program that promotes the study of women and gender roles. In addition to the WMST courses below, several courses in other disciplines focus on women's issues. Among these courses are ENGL 250 Women in Literature and SOCY 325 Sociology of Gender. Students can earn a certificate in Women's Studies to complement a Primary Area of Specialization in a variety of other disciplines.

WMST 200 Introduction to Women's Studies (3). A historic and interdisciplinary study of the status, roles and experiences of women. Sources from a variety of fields such as literature, psychology, history and anthropology, focusing on the writings of women.

WMST 298, 398, 498 Special Topics in Women's Studies (1-3). Special projects, programs, seminars related to women's issues and concerns in modern life. Credit will be determined by the academic content of the course.

DIRECTORY

Administrative Offices European Division Heidelberg

Paula A. Harbecke, Ph.D. Vice President and Director, European Division

Administrative Support Staff

Paul W. Brewer, Ph.D. Director, Administration

John C. Golembe, Ph.D. Director, Academic Support

Doug Lemmon, M.B.A., M.S. Director, Information Systems and
Administrative Computing

Michael S. Maurer, M.B.A. Comptroller

Joseph B. Shapiro, Ed.D. Director, Professional Development Programs

Denise Sokolowski, M.L.I.S. Librarian

Area Directors and Academic Program Heads

Alan F. Crooks, Ph.D. Head, English and Speech Program

John Floyd, Ph.D. Director, Distance Education Program

Paul O. Frederickson, Ph.D. Head, Computer Studies Program

David P. Glaser, Ph.D. Director, Mediterranean;
Head, History and Government Program;
Coordinator, Faculty Development

Walter Knoche, Ph.D. Head, Foreign Languages Program and
Director, Azores/Benelux/North Germany

Jane McHan, Ph.D. Director, Central Germany/Middle East and
Head, Social Science Program

Paul C. Phillips, Ph.D. Coordinator, Faculty Development

Fabian X. Schupper, Ph.D. Coordinator, Faculty Development

Robert V. Scott, M.S. Head, Mathematics Program

Joseph B. Shapiro, Ed.D. Director, Graduate Programs

Phillip M. Weitzman, Ph.D. Director, North Central Germany and
Head, Business and Management Program

Monika Zwink, Ph.D. Director, South Germany/North Italy
and Special Programs

Admissions, Registration, and Advisement Staff

Paul W. Brewer, Ph.D. Director, Student Services

Ruby Kelly-King, M.A. Registrar

Linda Traenkle, B.A. Coordinator, Financial Services

David C. Godfrey, B.A. Coordinator, Academic Advising

Richard L. Clegg, B.A., B.A., B.S. Academic Advisor

Mary Susan Coffman, B.A. Academic Advisor

Michael V. Cox, B.A. Academic Advisor

Frank Harris, B.A. Advisor for Degree Candidates

Benjamin C. Hines, B.A., B.S. Academic Advisor

Britta M. Jeffries, B.A. Academic Advisor

Deona L. Jennings, B.S. Academic Advisor

Rebecca A. Kelly, B.A. Academic Advisor

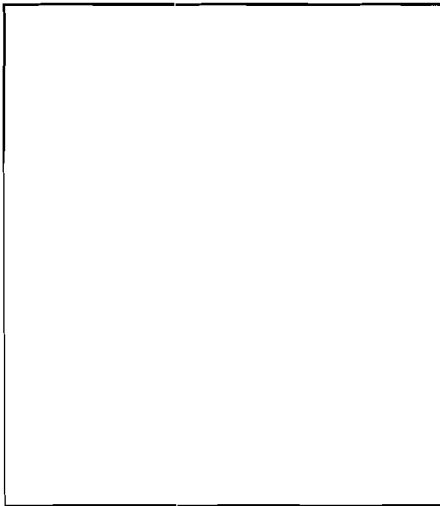
Bruce E. McLeod III, B.S. Academic Advisor

Kathleen M. Regan, B.A., B.S. Academic Advisor

Sara A. Roth, B.A. Advisor for Degree Candidates

Paul Turner, B.A., B.S. Academic Advisor

Heidelberg Office



Addresses

University of Maryland
Unit 29216
APO AE 09102

University of Maryland
Im Bosseldorn 30
69126 Heidelberg
Germany
(for non-U.S. post)

E-mail

student_svc@admin.ed.umuc.edu

World Wide Web Home Page

<http://www.ed.umuc.edu>

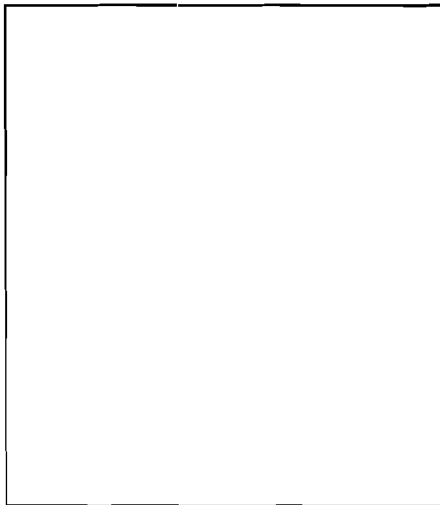
Telephone numbers

Military: DSN 370-6762/7157
Civilian: (06221) 57-6762/7157
International: (49-6221) 3780

Telefax

(06221) 378300/302017

London Office



LeAnn Cragun, Ph.D. *Director, United Kingdom/Iceland*

Addresses

University of Maryland
European Division
United Kingdom Office
PSC 821 Box 99
FPO AE 09421-0010

University of Maryland
Box 99
RAF West Ruislip
Ickenham Road
Ruislip HA4 7DW
England
(for non-U.S. post)

Telephone numbers

Military: DSN 235-5481/5482
Civilian: London (STD code 0181) 868-9638/7689
International: (44-181) 868-9638/7689

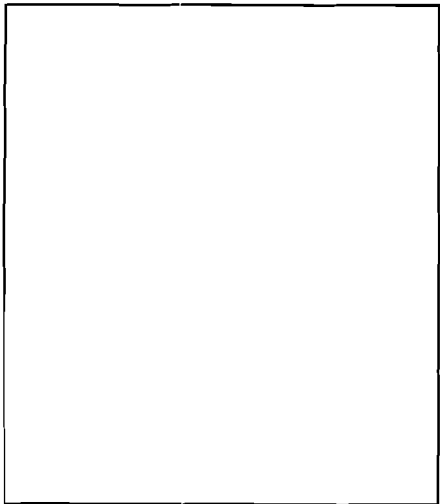
Telefax

(0181) 868-7637

E-mail

lcragun@nile.ed.umuc.edu

Mannheim Campus



Mary Baron, Ph.D. *Resident Dean*

Addresses

University of Maryland
Mannheim Campus
Unit 24560
APO AE 09183

University of Maryland
Grenadierstr. 4, Geb. 485
68167 Mannheim
Germany
(for non-U.S. post)

E-mail

admissions@admin.mc.umuc.edu

Telephone numbers

Military: DSN 380-7877/7878
Civilian: (0621) 3374-0
International: (49-621) 3374-0

Telefax

(0621) 3374-103

European Division Locations

At these locations there may be one or more Education Centers sponsoring Maryland classes.

Austria

Vienna

Bahrain

Manama

Belgium

Brussels
Kleine Brogel
SHAPE

Bosnia-Herzegovina

Angela
Bedrock
Demi
Gradacac
Kime
Linda
Lisa
Tuzla

Croatia

Zagreb

Egypt

Cairo
Sinai North Camp
Sinai South Camp

Germany

Ansbach
Augsburg
Babenhausen
Bad Aibling
Bad Kreuznach
Bamberg
Baumholder
Boeblingen
Bonn
Buechel
Buedingen
Darmstadt
Dexheim
Friedberg
Geilenkirchen
Giebelstadt
Grafenwoehr
Hanau
Heidelberg
Hohenfels

Illesheim

Kaiserslautern
Kirch-Goens
Kitzingen
Landstuhl
Mannheim
Miesau
Ramstein
Rhein Main
Schweinfurt
Schwetzingen
Sembach
Spangdahlem
Stuttgart
Vaihingen
Vilseck
Wackernheim
Wiesbaden
Worms
Wuerzburg

Greece

Araxos
Souda Bay

Hungary

Kaposvar
Kaposvar Airfield
Taszar

Iceland

Keflavik

Italy

Aviano
Ghedì
La Maddalena
Livorno
Naples
Rome
Sigonella
Vicenza

Kuwait

Doha

Netherlands

AFCENT
Rotterdam

Norway

Stavanger

Portugal

Lajes
Lisbon

Russia

U.S. Embassy, Moscow

Saudi Arabia

Dhahran
Riyadh
Taif

Spain

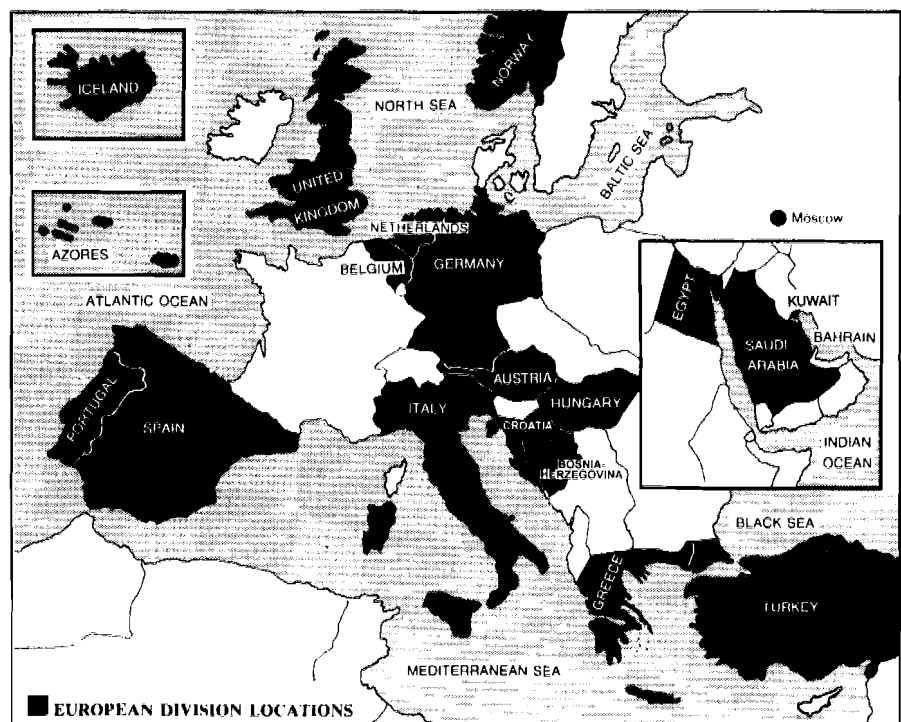
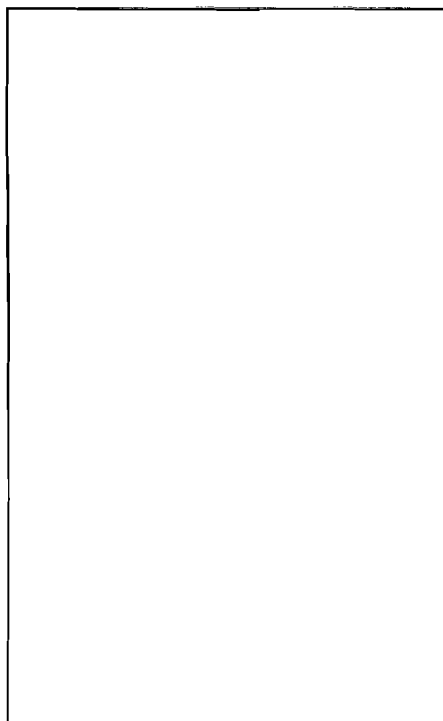
Rota

Turkey

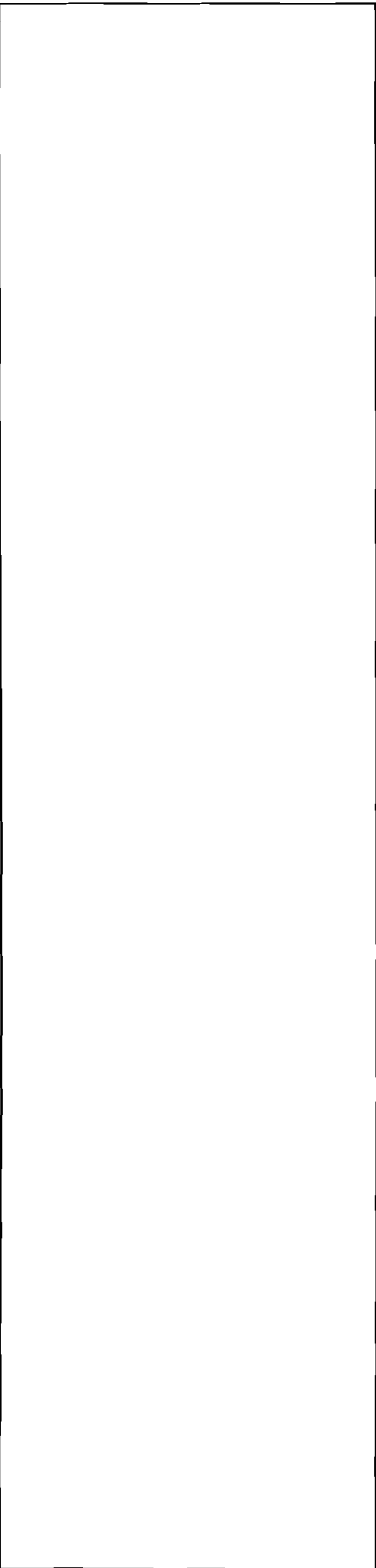
Incirlik
Izmir

United Kingdom

Alconbury
Croughton
Edzell
Harrogate
Lakenheath
London
Mildenhall
St. Mawgan



Asian Division



Administrative Staff

Joseph J. Arden, Ph.D. Vice President and Director, Asian Division
William R. Berglof, Ph.D. Director, Academic Support
Edward B. Davis, Ph.D. Director, Okinawa
Bernard T. Franck, Ph.D. Director, Japan
Frank J. Gualtieri, Ph.D. Mathematics and Science Coordinator
Richard E. Hess, M.A. Director, Student Services
Renee M. Kilmer, Ph.D. English and Speech Coordinator
Homer L. Krout, II, Ph.D. Computer Studies and Distance Education Coordinator
Jeffrey Kumataka, M.B.A. Director, Finance and Computer Services
Melvin E. Medeiros, M.A. Director, Personnel and Logistics
Thomas H. Robinson, Ph.D. Director, Korea and Guam
Lorraine Suzuki, Ph.D. Business and Management Coordinator
Samuel B. Thompson, Ph.D. Director, Faculty Support and Development

Yokota Addresses

University of Maryland Asian Division Unit 5060, Box 0100 APO AP 96328-0100 (from the U.S. and overseas commands)	University of Maryland Asian Division Building 526 Yokota Air Base Fussa-shi, Fussa. Tokyo 197 Japan (for non-U.S. post)
---	--

Telephone numbers
Military: 225-3680/81/82/83/84
Civilian (international): (81) 425-52-2511
Ext. 5-3680/81/82/83/84

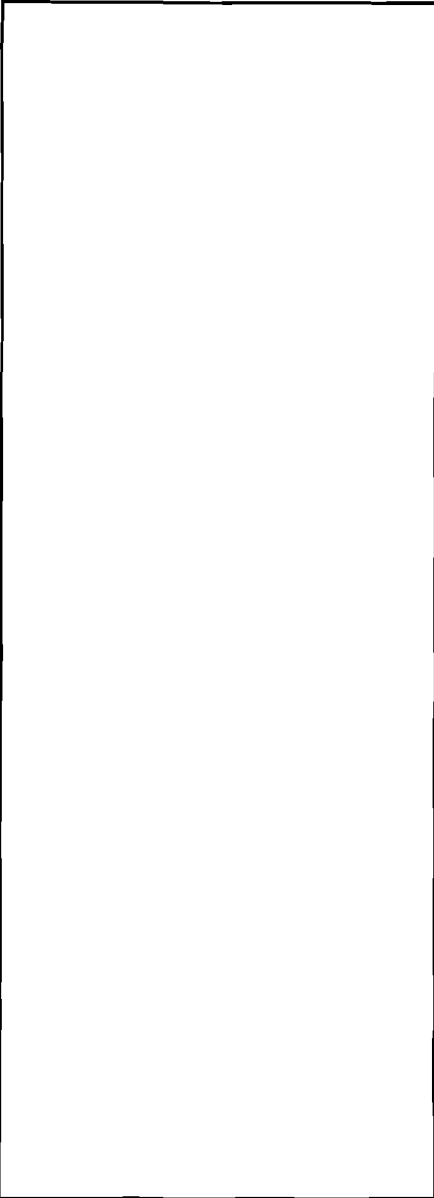
Telefax
Civilian (international): (81) 425-51-8305
DSN: 225-8485

Asian Division Locations

Antarctica McMurdo Station*	Marshall Islands Kwajalein Missile Range Roi Namur	Camp Garry Owen Camp Greaves Camp Henry Camp Hialeah Camp Hovey Camp Howze Camp Humphreys Camp Long Camp Page Camp Red Cloud Camp Stanley Camp Stanton Cheju Do Chinhae K-16 Kunsan Osan Pilsong Suwon Yongsan
Australia Alice Springs Woomera	New Zealand NASU Christchurch	
Central Japan Atsugi Camp Fuji Camp Zama Iwakuni Misawa Sanno Hotel Sasebo Yokohama Yokosuka Yokota	Okinawa Camp Butler Camp Courtney Camp Hansen Camp Kinser Camp Lester Camp Schwab Futenma Kadena Torii	
Guam Andersen Covington Naval Hospital Naval Activities NCTAMS	Singapore 497th Combat Training Squadron	
Hong Kong U.S. Consulate General*	South Korea Camp Carroll Camp Casey (East) Camp Casey (West) Camp Colbern	Thailand JUSMAG-T/ U.S. Embassy

* Served by Distance Education

University College



Administrative Staff

T. Benjamin Massey, Ph.D. *President*
Vida J. Bandis, M.A. *Executive Vice President*
Mary Ellen Petrisko, Ph.D. *Vice President, Academic Affairs*
Julian S. Jones, Ph.D. *Vice President, Institutional Advancement*
Julie E. Porosky, Ph.D. *Vice President, Continuing Education Services*
Nicholas H. Allen, Ph.D. *Dean, Graduate School of Management & Technology*
Paul H. Hamlin, Ph.D. *Dean, Undergraduate Studies*
Patrica M. Wallace, Ph.D. *Associate Vice President and Chief Information Officer*
Eugene Rubin, Ph.D. *Associate Vice President, Instructional Development*
Sally Wilding, Ph.D. *Associate Vice President, Student Services*
Richard Schreck, Ph.D. *Director, International Programs*
Rosemary B. Hoffmann, Ph.D. *Assistant to the President, Overseas Programs*
Ray Ehrensberger, Ph.D. *Chancellor Emeritus*

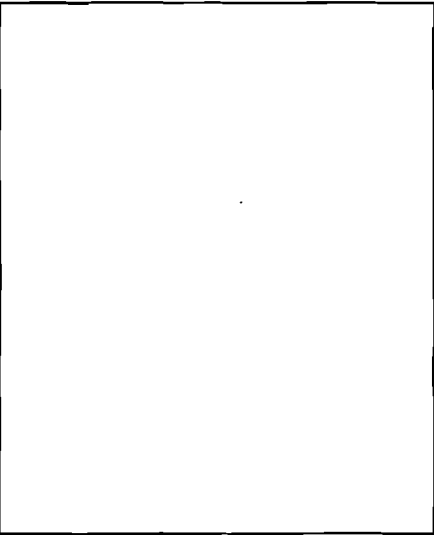
College Park Address

University of Maryland	Telephone
University College	(301) 985-7000
University Boulevard at Adelphi Road	Telefax
College Park, Maryland 20742-1600	(301) 985-7678

Statewide Programs Locations

Maryland	Fort Ritchie	Washington, D.C./
Aberdeen Proving	Gaithersburg	Northern Virginia
Ground	Hagerstown	Bolling A.F.B.
Andrews A.F.B.	Olney	Crystal City
Annapolis	Patuxent N.A.S.	Department of Justice
Anne Arundel	Prince George's	Department of Labor
Community College	Community College	General Services
Calvert County	Rockville	Administration
College Park	Shady Grove	Hoffman Building
Columbia	St. Charles/Waldorf	Pentagon
Fort Meade	U.S. Naval Academy	Walter Reed Army
		Medical Center

University of Maryland System



Board of Regents

Margaret Alton	Earle Palmer Brown	Wendell Holloway
The Honorable	Nathan A. Chapman, Jr.	The Honorable
Mary Arabian	Charles W. Cole, Jr.	Harry R. Hughes
Richard O. Berndt	Edwin S. Crawford	Ann R. Hull
Lance W. Billingsley	Thomas B. Finan, Jr.	Lewis R. Riley
The Honorable	Frank A. Gunther, Jr.	Malkia Singleton
Benjamin L. Brown		Constance M. Unsel

Officers of the University System

Donald N. Langenberg, Ph.D. *Chancellor*

John K. Martin, M.A. *Vice Chancellor, Advancement*
George L. Marx, Ph.D. *Vice Chancellor, Academic Affairs*

FACULTY

Abrahamson, Robert L., *English:* B.A., Amherst College; M.A., Rutgers University; Ph.D., Rutgers University

Adams, Richard J., *Economics, Psychology:* B.S., Spring Hill College; B.Phil., Heythrop College; M.P.A., Jacksonville State University; M.S., Jacksonville State University

Adelstein, Merrick R., *Bus. & Mgmt.:* B.A., City University of New York, York College; M.S., New York University; Ph.D., New York University

Adler, Amy B., *Psychology:* A.B., Brown University; M.A., University of Kansas; Ph.D., University of Kansas

Affleck, Molly S., *German:* M.S., University of Munich

Aiello, Rosa, *Chemistry, Biology:* Dottore in Medicina e Chirurgia, University of Catania

Akhavain, Kambiz, *Mathematics:* B.S., Louisiana State University; M.S., West Coast University

Aldemir, Mehmet C., *Bus. & Mgmt.:* B.A., American University of Beirut; M.B.A., Aegean University; Ph.D., Aegean University

Alfoldi, Laszlo M., *History:* M.S., Shippensburg University of Pennsylvania; Ph.D., University of Innsbruck

Ali-Yallah, Alidu, *Bus. & Mgmt.:* B.S., University of Wyoming; M.S., Southern College of Technology

Allen, Bruce B., *Biology:* B.A., University of Melbourne; M.A., University of Melbourne; D.Phil., University of Tuebingen

Altuner, Dogan, *Bus. & Mgmt.:* B.S., University of Ankara; M.B.A., George Washington University; Ph.D., University of North Carolina, Chapel Hill

Amendolia, Francesca M., *English:* B.A., Hunter College; M.A., University of York

Anderson, Raymond K., *Sociology:* B.S., University of New York, Regents College; M.S., Texas A & M University

Anderson, Tommie C., *Govt. & Pol., Sociology:* B.Mus., Southern Methodist University; M.A., North London Polytechnic University; M.A., University of Southern California; M.M., Northwestern University

Anke, Klaus C., *Mathematics:* Staatsexamen, University of Erlangen; Dr.phil., University of Erlangen

Antonich, James J., *English:* B.A., University of Montana; M.A., University of Montana

Apichella, Michael, *English:* B.A., Kutztown University of Pennsylvania; M.A., Wheaton College

Applegate, Cynthia L., *Chemistry, Education:* B.S., Oklahoma State University; M.S., University of Oklahoma

Arbace, Isabella V., *Music:* M.A., University of the Arts

Arzdorf, Robert J., *Bus. & Mgmt., Computer Studies:* B.A., Moorhead State University; M.B.A., Western Carolina University

Ashley, Joe E., *Govt. & Pol.:* B.S., University of Maryland; M.A., University of Southern California

Ashmore, Nancy, *Library Skills:* B.A., University of Wisconsin, Platteville; M.S.L.S., Catholic University of America

Ashurst-Bullock, Michael R., *Govt. & Pol.:* B.A., North London Polytechnic University; M.Phil., University of Cambridge

Atkins, Mamie I., *English:* B.A., Purdue University; M.A., Purdue University; Ph.D., Purdue University

Baes, Annick D., *French:* M.A., Free University of Brussels

Baione, Virginia C., *Psychology:* B.A., University of Colorado; M.S., Kansas State University; Ph.D., Kansas State University

Baker, P. Claire, *Art History, Theatre:* B.A., Chicago City College; M.A., Fairleigh Dickinson University; Ph.D., University of London

Balla, Gabor, *Bus. & Mgmt.:* B.A., Southwest Texas State University; B.A., St. Mary's University; M.A., Trinity University; M.B.A., Incarnate Word College

Banton, Deborah A., *Bus. & Mgmt.:* B.S., James Madison University; B.S.A., Mount Olive College; M.B.A., Campbell University

Barbato, John L., *Bus. & Mgmt.:* B.A., University of Colorado; M.B.A., University of Colorado

Barbato, John, *Speech, English:* B.S., University of Missouri; M.A., The American University

Bartu, Carol E., *Bus. & Mgmt.:* B.S.W., Ohio State University; M.P.A., California State University, Hayward; M.S., San Antonio College

Bassett, Eli, *Govt. & Pol.:* B.A., West Virginia University; LL.B., Yale University; M.A., West Virginia University; LL.M., New York University

Bassilious, Victor, *Computer Studies:* B.A., Open University; B.Sc., Ain Shams University

Beck, George J., *Bus. & Mgmt.:* B.B.A., Adelphi University; J.D., Brooklyn Law School

Beidleman, Dorena, *Computer Studies:* B.S., Pennsylvania State University; M.B.A., University of Colorado

Bennette, Daniel, *Computer Studies:* B.S., University of Maryland; B.S., University of Maryland; M.S.B.A., Boston University

Berg, Allan J., *Psychology:* B.A., Augsburg College; M.S., University of Georgia; J.D., Southern Illinois University, Carbondale

Berns, Leslie A., *Art:* B.F.A., Pratt Institute; M.F.A., Yale University

Berrios, Lex, *Computer Studies:* B.A., National University; M.A., Columbia University Teachers College; M.A., New School for Social Research; Ph.D., New School for Social Research

Bioletti, John J., *Biology:* B.S., Davis & Elkins College; M.D., Johns Hopkins University

Birbiri, Mehmet, *Turkish:* Diploma, Istanbul Educational Institute

Blanks, Leonard T., *Computer Studies:* B.S., Louisiana State University; M.S., Louisiana State University; M.S., University of Wisconsin

Block, William, *Psychology, German:* B.A., Kalamazoo College; Diploma, University of Muenster

Bochow, Peter, *German:* Abitur, University of Frankfurt

Boehm, Peter, *Philosophy:* M.A., University of Wuerzburg; Dr.phil., University of Wuerzburg

Bolger, Diane L., *Anthropology, English:* B.A., University of Pennsylvania; Ph.D., University of Cincinnati

Boone, Andrew D., *Economics:* B.S., University of Arizona; M.A., University of Houston

Borrelli, Scott E., *Psychology:* B.A., Boston University; Ed.M., Salem State College; Ed.D., Boston University

Boulwood, Brenda L., *Economics, Computer Studies:* B.A., University of South Carolina; M.A., Columbia University; M.Phil., Columbia University; Ph.D., City University of New York, York College

Bowen, Peter, *Biology:* B.A., Carleton University; M.Sc., University of Western Ontario; D.Phil., University of Oxford

Boyd, Michael K., *Computer Studies:* B.S., Kent State University; B.S., University of Maryland; M.S.C.I.S., Boston University

Brady, John T., *Economics:* B.A., University of Arkansas; M.A., University of Arkansas; M.P.A., University of Arkansas; Ph.D., University of Illinois

Brandmire, Paul A., *Management Studies:* B.S., University of Maryland; M.S., Central Michigan University

Bray, James R., *Mathematics:* B.S.E.E., Texas Tech University; M.S.E.E., Air Force Institute of Technology

Braycich, Joseph N., *Speech:* B.A., Montana State University; M.A., Montana State University

Brewer, Paul W., *History, Govt. & Pol.:* B.A., Rice University; M.A., University of Virginia; Ph.D., Washington University

Brewer, Valerie W., *Education:* B.A., University of New Mexico; M.A., University of New Mexico; Ph.D., Northwestern University

Brezina, Jiri, *Geology:* Ph.D., Charles University, Prague

Briscoe, James B., *Computer Studies, History:* B.S., Stanford University; M.A., Columbia University; M.B.A., University of Oklahoma; M.Phil., Columbia University; Ph.D., Columbia University

Brod, Ivan, *Bus. & Mgmt.:* B.A., Hastings College; M.A., Tufts University; J.D., University of Michigan

Brooks, Robert R., *Computer Studies, History:* B.A., University of Maryland; B.A., University of Maryland; M.A., Boston University; M.A., Vanderbilt University

Brown, Roy A., *Management Studies:* B.A., University of Texas; B.S., University of Missouri; M.Ed., Boston University; M.S.B.A., Boston University

Brown, Sidney A., *History:* B.A., University of Hull; M.A., University of Maryland; M.Ed., University of Manchester; Ph.D., University of Bradford

Brown, William R., *Psychology*; B.S., Rose-Hulman Institute of Technology; M.S., Indiana State University; Ph.D., Indiana State University

Brownstein, Larry, *Sociology*; B.A., University of Pittsburgh; M.A., University of Pittsburgh; M.A., University of Pittsburgh; Ph.D., University of Pittsburgh

Brudowsky, John M., *Mathematics*; A.B., University of California, Berkeley; Diplom, University of Kaiserslautern

Buchner, Carl H., *English*; A.B., Cornell University; M.A., Cornell University

Buckingham, Richard W., *Bus. & Mgmt.*; B.A., University of Colorado; M.B.A., University of South Dakota

Budarz, S. M., *Philosophy*; B.A., University of Notre Dame; M.A., Loyola University of Chicago

Bullis, David J., *Psychology*; B.A., State University of New York, Plattsburgh; M.S., State University of New York, Plattsburgh; Ph.D., Harvard University

Burda, Robert W., *English, Speech*; B.S., Northwestern University; M.A., San Francisco State University; M.Div., Union Theological Seminary

Burgess, William J., *Geology*; A.B., Saint Peter's College; A.M., Columbia University; Ph.D., Columbia University

Cahill, Jeanne, *Library Skills*; B.A., University of London

Caldwell, Dean S., *Govt. & Pol.*; B.A., Western State College; M.P.A., Idaho State University; D.A., Idaho State University

Cambridge, Milton H., *Psychology*; B.A., Queens College; M.S., University of Southern Mississippi; Ph.D., University of Southern Mississippi

Cameron, Andrew J., *Computer Studies*; B.A., University of Essex; M.Sc., University of Essex

Cameron, Janice K., *Computer Studies*; M.B.A., University of Warwick

Campbell, Philip C., *Sociology*; B.S., Eastern Michigan University; M.A., University of Iowa; Ph.D., University of Iowa

Cann, Brian G., *Mathematics*; B.Sc., University of Warwick; P.G.C.E., University of Sussex

Canton, Roberto, *Italian*; Laurea, University of Venice

Carey, Clare E., *Management Studies*; B.S., University of Maryland; M.S., Johns Hopkins University; Ed.D., University of Maryland

Carlson, Barbara R., *Mathematics*; B.S., Mississippi State University; M.A., University of Maryland

Carlucci, Michele, *Italian*; B.S., Georgetown University

Carrera, Jose L., Jr., *Bus. & Mgmt., Computer Studies*; B.S., Arizona State University; M.S., Arizona State University

Carter, Dowe P., *Mathematics, Chemistry*; B.S., University of Georgia; M.Ed., University of Georgia; Ed.D., University of Georgia

Cembrowicz, Peter K., *German*; Abitur, Technical University of Berlin

Chakroun, Walid M., *Mathematics*; B.S., Youngstown State University; M.S., Virginia Polytechnic Institute; Ph.D., Mississippi State University

Chandra, Madhukar, *Mathematics, Physics*; B.Sc., Delhi University; B.Sc., University of London; Dr.phil., University of Salford

Cheeseman, Marianna C., *Bus. & Mgmt.*; B.A., Albion College; M.B.A., Northeastern University

Chiesa, Abigail M., *Bus. & Mgmt.*; B.A., Southwestern University; J.D., George Washington University

Christenson, Robert E., *Bus. & Mgmt.*; B.A.S., Troy State University; M.S., Troy State University

Cladd, Willie L., *Computer Studies*; B.A., University of Maryland; M.S., Boston University

Cohen, Margaret L., *Bus. & Mgmt., Philosophy*; B.A., City University of New York, Brooklyn College; M.A., University of Pittsburgh; J.D., Brooklyn Law School; Ph.D., University of Pittsburgh

Cole, Theodor, *Biology*; Diplom, University of Heidelberg

Cole, Trafford R., *Psychology*; M.S., University of Padua; Ph.D., University of Padua

Coley, William J., *English*; B.A., University of Maryland; M.A., Eastern Washington University

Colyer, Christina A., *Archaeology*; B.A., University of Manchester; M.A., University of London

Cooke, June, *Mathematics*; B.S., University of Wales; P.G.C.E., University College, Cardiff

Coombs, Steven J., *Computer Studies*; B.Sc., University of Bath; P.G.C.E., University of Bristol; Ph.D., Brunel University

Costagliola, Gennaro, *Computer Studies*; M.S., University of Pittsburgh

Council, James T., *Art History*; B.A., California State University; M.A., Columbia University; M.A., Union Theological Seminary

Cox, David E., *Psychology*; B.A., University of London; M.Sc., University of Aston

Cox, Leslie A., *Biology*; B.Sc., North London Polytechnic University; Ph.D., Hatfield Polytechnic

Cozzolino, Joseph M., *Italian*; B.A., University of Rhode Island; Laurea, University of Padua; M.A., Wayne State University; M.D., University of Padua

Cragun, LeAnn, *English*; B.A., University of Hawaii; M.A., University of Hawaii; Ph.D., University of Hawaii

Cranford, Gerald B., *Speech*; B.A., East Texas State University; M.A., East Texas State University

Crittendon, William F., *Biology*; B.S., University of Oklahoma; M.S., University of Oklahoma; M.D., University of Oklahoma

Crooks, Alan, *English*; B.A., College of Idaho; M.A., Utah State University; Ph.D., University of Utah

Cross, John C., *Sociology*; B.A., University of California, Berkeley; M.A., University of California, Los Angeles; Ph.D., University of California, Los Angeles

Crow, Jane A., *English*; B.S., Sul Ross State University; M.Ed., Sul Ross State University

Cryer, Alec, *Mathematics*; B.A., Open University; B.Sc., University of Birmingham; M.A., Open University; P.G.C.E., Chester College

Culton, William S., *Computer Studies*; B.A., Eastern Kentucky University

Danis, Alan P., *Bus. & Mgmt.*; B.S., Indiana University; M.A., Ball State University

Danziger, Sylvia D., *Psychology*; B.A., University of Maryland; M.S., Birkbeck College

Darab, Thomas J., *Bus. & Mgmt.*; B.A., John J. Pershing College; M.A., University of Southern California; M.I.M., American Graduate School of International Management

Dauphinee, Douglas H., *Computer Studies*; B.S., Northeastern University; M.S., Salve Regina University

Davis, Eunice M., *Sociology, Anthropology*; B.S., Niagara University; Ed.M., State University of New York, Buffalo; Ph.D., State University of New York, Buffalo

Davis, Sylvia M., *Bus. & Mgmt.*; B.A., Boston College; M.S., Georgetown University; J.D., Georgetown University

Davis-Gruber, Wendy S., *Computer Studies*; B.S., University of Wisconsin; M.S., University of Southern California

De Fesi, Thomas C., *English, Speech*; B.A., San Jose State University; M.A., San Jose State University

De Moss, John E., *English*; B.A., University of Kansas; M.A., University of Kansas

Deaton, Edmund I., *Computer Studies, Bus. & Mgmt.*; B.A., Hardin-Simmons University; M.A., University of Texas; Ph.D., University of Texas

Decaro, Antonio, *Italian*; Laurea, University of Palermo

Deckert, Manfred M., *History*; B.S., Columbia University; M.A., Columbia University; M.Phil., Columbia University

Deckert, Walter R., *Mathematics*; B.S., University of Nebraska, Omaha; M.S., Naval Postgraduate School

Delaney, Jeanine, *Bus. & Mgmt.*; B.S., Saint Joseph's University; M.B.A., James Madison University

Denison, Barry L., *Mathematics*; B.A., St. Andrews Presbyterian University; Diplom, University of Heidelberg

Denison, Michael A., *Speech*; B.A., Bowling Green State University; M.A., Bowling Green State University

Dentinho, Tomaz P., *Economics, Bus. & Mgmt.*; Ph.D., University of Newcastle Upon Tyne

Derell, Gene R., *Education*; B.A., George Washington University; M.A., George Washington University; Doktorat, University of Bordeaux II

Deselms, Margaret A., *English*; B.A., University of Nebraska, Kearney; M.A., University of Nebraska, Kearney; J.D., Vermont Law School

Di Pastena, Solivia, *Italian*; Laurea, University of Naples

Diallo, Suzanne, *Spanish*; B.A., University of California, Los Angeles; M.A., University of California, Los Angeles

Dickenson, Robin, *English*; B.A., University of Oxford; M.A., University of Oxford

Dixon, Daniel E., *Computer Studies*; B.S., University of New York, Regents College; B.S., University of New York, Regents College; M.B.A., University of New Haven

- Doerr, William**, *Sociology*; B.A., Hunter College; M.S.W., University of California, Berkeley; Ed.D., University of Southern California
- Dollas, Rhonda L.**, *Management Studies, Sociology*; B.A., University of Illinois, Urbana-Champaign; M.A., Amer. Grad. School of Intern. Mgmt.; Ph.D., Duke University
- Donovan, Kevin J.**, *English*; B.S., University of South Dakota; M.A., Purdue University
- Donovan, Mary K.**, *Biology, Education*; B.A., Saint Anselm College; M.S.T., Boston College
- Dorny, Mark R.**, *English*; B.A., University of Utah; M.A., University of Utah
- Doty II, Edouard R.**, *Computer Studies*; B.A., University of Hawaii; M.Sc., Air Force Institute of Technology
- Downs, Kathleen M.**, *Bus. & Mgmt.*; B.S., University of Maryland; M.S.B.A., Boston University
- Doyle, Randall J.**, *History*; B.S., William Jewell College; M.A., University of Missouri, Kansas City
- Dua, Patrick**, *Govt. & Pol.*; M.A., University of Heidelberg; Dr.phil., University of Heidelberg
- Duerr, Eric R.**, *Psychology*; B.S., Duke University; M.A., Ball State University; Ph.D., University of Illinois
- Dullmaier, Therese M.**, *Bus. & Mgmt.*; B.A., University of Wisconsin; M.S., University of Wisconsin
- Dunn, Prentiss C.**, *Music*; B.Mus., Baylor University; M.Div., Academy for Music and Dramatic Art Mozarteum; M.Mus., Indiana State University
- Eaton, Kriemhild**, *German*; Staatl. Pruefung, Pedagogical University, Berlin
- Eaton, Peter**, *Biology*; B.V.M., University of Edinburgh; B.V.S., University of Edinburgh; Ph.D., University of Edinburgh
- Ehlert, Simon**, *English*; B.A., University of Essex
- Ehrmann, Ada W.**, *German*; Staatsexamen, University of Bucharest
- Epstein, Stephen H.**, *Art History*; B.A., City University of New York, Brooklyn College; M.A., Pennsylvania State University
- Erber, Michael A.**, *German*; M.A., University of Pittsburgh
- Erk, Nejat**, *Economics*; B.S., Ankara Academy of Economics and Commercial Sciences; M.S., Arizona State University; Ph.D., Adana Academy of Economics
- Ertl, Alan W.**, *Economics*; B.A., Western State College; M.A., University of Exeter; Ph.D., University of St. Andrews
- Esterlund, Mary L.**, *German*; B.A., Illinois State University; M.A., University of New Hampshire
- Etnier, Donald E.**, *Bus. & Mgmt.*; B.B.A., University of Minnesota; M.S., University of Minnesota; Ph.D., University of Minnesota
- Farrington, David W.**, *Bus. & Mgmt.*; B.A., University of Maryland; M.Ed., College of William and Mary; M.S., Troy State University
- Fernandez, Luis**, *Psychology*; B.A., Florida International University; Ph.D., University of Tennessee, Knoxville
- Ferrelli, Karen E.**, *English*; B.A., University of Pennsylvania; M.A., University of Pennsylvania
- Figliomeni, Vincent C.**, *Speech*; B.A., Siena College; M.A., University of Iowa; M.A., University of South Carolina
- Fine, Cory R.**, *Bus. & Mgmt.*; B.A., University of New Mexico; M.A., University of New Mexico
- Fischer, George D.**, *Bus. & Mgmt.*; B.B.A., Pace University; M.S., Troy State University
- Flannagan, Timothy**, *Mathematics*; B.Sc., Stockport College; M.Sc., University of London; Ph.D., University of London
- Floyd, John R., Jr.**, *Psychology*; B.A., North Carolina State University; M.S., North Carolina State University; Ph.D., North Carolina State University
- Forsyth, Judith I.**, *Geology*; B.A., University of Oxford; P.G.C.E., Institute Education, London
- Fox, Raymond G.**, *History, Anthropology*; B.A., Florida State University; M.A., Florida State University; M.A.T., University of Florida
- Frederickson, Paul O.**, *Computer Studies, Mathematics*; B.Sc., University of Maryland; M.A., University of Maryland; Ph.D., University of Nebraska
- Freed, James L.**, *Govt. & Pol.*; B.A., Hanover College; M.A., Naval Postgraduate School
- Freese, Klaus J.**, *German*; Diploma, University of Regensburg
- Frohmman, Peter E.**, *Psychology*; B.A., University of California, Los Angeles; M.A., University of Oregon; Ph.D., University of Oregon
- Fry, Pauline J.**, *English*; B.A., University of Oregon; M.A., Kent State University
- Gallo, Francesco**, *Biology*; B.S., Saint John's University; M.D., University of Padua
- Ganjam, Ricarda M.**, *Govt. & Pol.*; B.A., University of Missouri; M.P.A., University of Missouri
- Gardiner, William S.**, *Mathematics, Biology*; B.Sc., Bristol Polytechnic; P.G.C.E., Bristol Polytechnic
- Gascard, Loretann D.**, *Art History*; B.A., Fairleigh Dickinson University; M.A., Montclair State College; Dr.phil., Free University of Berlin
- Gautier, Bernard**, *History*; B.A., University of Mississippi; M.A., University of Southern Mississippi; J.D., University of Mississippi
- Gaymon, Carl R.**, *Bus. & Mgmt.*; B.A., Howard University; M.A., Ball State University; M.B.A., Southern Illinois University, Edwardsville
- Gaymon, Zora N.**, *Bus. & Mgmt.*; B.A., George Washington University; M.A., Michigan State University
- Gaynor, Jeffrey J.**, *Mathematics*; B.M., Indiana University; M.A., Indiana University
- Geiter, Mary**, *History*; B.S., University of Maryland; M.Phil., University of Leeds; Ph.D., University of Cambridge
- Getso, Robert**, *Sociology*; B.A., State University of New York, Albany; M.A., Columbia University; Ph.D., City University of New York, York College
- Gewirtz, Aaron A.**, *Bus. & Mgmt.*; B.A., University of West Florida; M.B.A., University of West Florida
- Gillis, Richard**, *Bus. & Mgmt.*; B.A., University of Maryland; M.S., University of Arkansas
- Girgis, Gamil B.**, *Computer Studies*; B.S.E.E., American University, Cairo; M.E., Stevens Institute of Technology; M.S.M.E., University of New Orleans
- Gisladdottir, Gigja**, *German, Philosophy*; M.A., Trinity University; Ph.D., University of Texas, Austin
- Glaser, David P.**, *History*; B.A., Lawrence University; M.A., University of Idaho; Ph.D., University of Idaho
- Glass, Frank P.**, *English, Theatre*; B.A., Oklahoma State University; M.A., Oklahoma State University; Ph.D., University of Texas
- Glover, Jeremy**, *Bus. & Mgmt.*; LL.B., University of Warwick; LL.M., University of Toronto; LL.M., University of Warwick
- Glover, Richard P.**, *Computer Studies*; B.S., State University of New York, Albany; M.S.A.E., Naval Postgraduate School; M.S.E.E., Naval Postgraduate School
- Godfrey, David C.**, *German*; B.A., San Diego State University; Magister, University of Heidelberg
- Godfrey, Elke E.**, *German*; B.A., Florida Atlantic University; M.A., Florida Atlantic University
- Goeke, Josef**, *History*; M.A., Pennsylvania State University; Dr.phil., University of the Ruhr
- Goeller, Alison D.**, *English*; B.A., West Chester University; M.A., Villanova University; Ph.D., Temple University
- Goldberg, Richard**, *Govt. & Pol.*; B.S., Indiana University; Ph.D., University of Massachusetts
- Goldman, Harvey E.**, *Bus. & Mgmt.*; B.S., Temple University; Ed.M., Temple University
- Golembe, John C.**, *History*; A.B., Columbia College; M.A., Columbia University Teachers College; Ph.D., University of Maryland
- Gorter, Susan M.**, *Mathematics*; B.A., Montclair State College; M.S., Delft University of Technology
- Greenier, David L.**, *Philosophy*; A.B., Saint Louis University; M.A., Brown University; Dr.phil., University of Heidelberg
- Gropas, Spiros P.**, *Mathematics*; B.S., University of Athens; M.S., George Washington University
- Grothus-Magee, Marion D.**, *Counseling*; B.S., Loyola University of Chicago; M.A., Ball State University; Ph.D., Purdue University
- Gurbaxani, Gobind**, *Mathematics*; B.Sc., University of Bombay; Dipl.Ing., University of Stuttgart
- Haberkorn, Sheila K.**, *Mathematics*; A.B., Trinity College; M.A., University of North Carolina, Charlotte
- Habib, John S.**, *Govt. & Pol.*; Ph.B., University of Detroit; M.A., University of Michigan; Ph.D., University of Michigan
- Hadjidakis, Spyros**, *Economics*; B.A., Deree College; M.A., University of Reading; Ph.D., University of Reading
- Hadyn-Robson, Barry**, *Bus. & Mgmt.*; B.A., University of Durham; M.S., University of Leeds
- Hakeym, Muhammad A.**, *Psychology*; B.A., California State University, Long Beach; M.A., Portland State University; Ph.D., University of Arizona

Hamblin, Kathleen T., *Psychology*; B.S., University of Maryland University College; M.A., San Diego State University; M.S., National University; Ph.D., Fielding Institute

Hanahoe-Dosch, Patricia A., *English*; B.A., Stockton State College; M.F.A., University of Arizona

Hand, Thomas, *Computer Studies, Mathematics*; B.A., Florida Southern College; M.S., Indiana State University; Ph.D., University of Oklahoma

Hankamer, Ernest W., *Govt. & Pol., Philosophy*; B.A., St. John's College; Dr.phil., University of Munich

Hantel, Barbara R., *German*; Staatsexamen, University of Cologne

Hardy, Bob A., *Computer Studies*; B.A., University of Southern Mississippi; M.S.B.A., Boston University

Harlowe, William N., *Govt. & Pol., History*; A.B., University of California, Berkeley; M.A., University of California, Berkeley; M.A., University of California, Berkeley

Harris, Mary L., *Counseling*; B.S., University of Texas; M.A., Ball State University; Ed.S., Ball State University; Ed.D., Ball State University

Hart, Dwight D., *Psychology*; B.A., University of Texas, Austin; M.S., Old Dominion University; Ph.D., Nova University

Hayes, William M., *Computer Studies*; B.A., Northwestern University; M.A., Pennsylvania State University; M.I.M., Amer. Grad. School of Intern. Mgmt.

Hayward, Jeanette M., *English, Library Skills*; B.A., Northwestern State University; M.A., Northwestern State University

Heiman, Wilfred H., *Economics, Bus. & Mgmt.*; M.B.A., University of Chicago

Hellwig, Renate C., *German*; Certificate, University of Cambridge; Dolmetscher, Kaiserslautern Language College

Hen-Tov, Jacob, *History, Govt. & Pol.*; M.A., Harvard University; LL.M., Harvard University; Ph.D., Brandeis University

Hen-Tov, Jessica R., *Sociology*; B.A., Brandeis University; M.A., Northeastern State University

Henderson II, William C., *Bus. & Mgmt.*; B.S., Babson College; LL.M., George Washington University; J.D., Boston University

Herzog, James H., *Govt. & Pol.*; B.A., University of North Carolina; M.P.A., Harvard University; Ph.D., Brown University

Hickman, Barbara K., *English, Education*; B.A., University of New Hampshire; M.A.T., University of New Hampshire; M.Ed., University of New Hampshire

Higel, Thomas E., *Anthropology*; B.A., University of Colorado; M.A., University of Kentucky

Higgins, Melanie A., *Psychology*; B.A., Cleveland State University; M.A., Cleveland State University; Ph.D., Union Institute

Higgs, Calvin T., *English*; B.A., Austin Peay State University; M.A., University of Oklahoma

Hilderbrand, Mark E., *English*; B.A., Saint Louis University; M.A., Southern Illinois University, Edwardsville

Hill, Margaret C., *Sociology*; B.A., University of Stirling

Hills, Phil, *Chemistry*; B.S., University of Southampton; P.G.C.E., University of Oxford

Hirschmann, Candice A., *Computer Studies*; B.A., San Diego State University; B.S., University of Maryland; M.S., Boston University

Hobson, George H., *Philosophy*; B.A., Harvard University; M.Phil., University of Oxford; D.Phil., University of Oxford

Hobson, Victoria, *English, French*; B.A., Sarah Lawrence College; M.Litt., University of Oxford

Hodgson, Susan M., *Computer Studies*; B.Ed., University of Durham; P.G.C.E., Darlington College of Technology

Hoepffner, Helga, *German*; Diploma, University of Wuerzburg

Hogle, John T., *History, Govt. & Pol.*; B.A., State University of New York, Oswego; M.A., State University of New York, Plattsburgh; Ph.D., University of Colorado, Boulder

Holland, Mary K., *English*; B.A., Rice University; M.A., University of Maryland

Holland, Robert L., *Mathematics*; B.S., Oregon State University; M.M.A.S., U.S. Army Command and General Staff College; M.S., Stephens College

Hollweg, Robert E., *Bus. & Mgmt.*; B.S., Stanford University; J.D., University of Michigan

Holowenzak, Stephen P., *Psychology*; B.A., Mount St. Paul College; M.A., Catholic University of America; Ph.D., Catholic University of America

Hornung, George, *Geology*; B.Sc., University of Leeds; Ph.D., University of Leeds

Hoschouer, Jack D., *Govt. & Pol.*; B.A., Saint Olaf College; M.A., University of Southern California

Housden, Richard J., *Computer Studies*; A.B., University of Notre Dame; Ph.D., Johns Hopkins University

House, Frank C., *Astronomy, Computer Studies*; B.S., Trinity College, Dublin; Ph.D., York University

Houston, Nancy M., *Bus. & Mgmt.*; B.A., Grove City College; M.S.Ed., Youngstown State University; Ed.D., Nova University

Huke, Thomas, *German, English*; Magister, University of Erlangen; Dr.phil., University of Erlangen

Hull, Bruce W., *History*; B.A., University of California, Riverside; M.A., University of California, Riverside

Hunsberger, L. Roger, *English*; B.S., Arizona State University; M.A., Indiana State University; M.S., Vanderbilt University; Ph.D., University of East Anglia

Hunt, John R., *Art History*; B.A., University of Washington; M.A., Ohio State University

Hurley, Ellard J., *Bus. & Mgmt.*; B.S., University of Maryland; M.G.A., University of Maryland

Hutchings, Andrew, *Bus. & Mgmt.*; H.N.D., Stockport College; B.A., University of Strathclyde; P.G.C.E., University of Durham

Hutton, Leon W., *Bus. & Mgmt.*; B.B.A., Northwood Institute; M.A., Central Michigan University; M.B.A., Florida Institute of Technology

Hutton, Winfield T., *Bus. & Mgmt.*; B.Sc., Ohio State University; M.B.A., Ohio State University; Ph.D., Ohio State University

Huylebrouck, Dirk G., *Mathematics*; B.S., State University of Ghent; M.S., State University of Ghent; Ph.D., State University of Ghent

Hyatt, Thomas L., *Psychology*; B.S., Eastern Michigan University; M.A., University of Cincinnati; M.Ed., Xavier University; Psy.D., University of Denver

Ignarski, John G., *Bus. & Mgmt.*; B.A., University of Kentucky; M.B.A., Ohio State University

Inturrisi, Louis B., *English*; B.A., Duquesne University; M.A., Columbia University

Ivy, Lucinda J., *Govt. & Pol., History*; B.A., Randolph-Macon Woman's College; M.A., Baylor University

Jackson, Thomas S., *History*; B.A., Colgate University; M.A., Case Western Reserve University; Ph.D., University of California, Los Angeles

James, Sydney G., *Speech, English*; B.A., University of Oklahoma; M.A., Johns Hopkins University; Ph.D., Tulane University

Jenkins, Helen F., *Library Skills*; B.S., Portland State University; M.S., Portland State University

Jeswein, Kathy S., *German*; B.A., Valparaiso University; M.A., State University of New York, Buffalo

John, Mervyn R., *Economics*; B.Sc., University of London; Certificate, University of London

Johnson, Dean F., *Sociology*; B.A., Louisiana State University; M.A., University of Akron; Ph.D., Louisiana State University

Johnson, James C., *Computer Studies*; B.S., California State Polytechnic University; B.S., University of Maryland; M.S., Boston University

Johnson, Preston, *Mathematics*; B.S., University of Oklahoma; M.B.A., Syracuse University

Johnson, Warren R., *Sociology*; B.A., Northern Illinois University; M.A., Northern Illinois University

Jones, Vincent H., *Bus. & Mgmt.*; B.S., Southern University; M.B.A., University of Chicago

Jonke, Theresa, *French*; B.A., Kent State University; M.A., University of Washington

Kamai, Moses M., *Computer Studies*; B.S., Campbell University; M.S., Shippensburg University of Pennsylvania

Karsch, Michelle E., *Bus. & Mgmt.*; B.S., Northwestern University; M.S., Naval Postgraduate School

Kaufer, Lauren M., *Bus. & Mgmt.*; B.A., Montclair State College; J.D., Widener University

Kavadarli, Güngör, *Turkish*; B.A., Robert College, Turkey; M.A., Robert College, Turkey; M.S., University of Nottingham

Keating, John, *Psychology*; B.A., College of William and Mary; M.Ed., College of William and Mary

Keck, Michael B., *Govt. & Pol.*; B.A., Siena College; M.A., Ohio State University

Keller, William S., *Bus. & Mgmt.*; B.B.A., University of Massachusetts; M.B.A., University of Maine

Kendall, Walter A., *Bus. & Mgmt., Computer Studies*; B.A., University of Texas, Arlington; M.S., Naval Postgraduate School

Keohane, John J., *Computer Studies*; B.A., Bowdoin College; M.S., State University of New York, Stony Brook; Ph.D., State University of New York, Stony Brook

Kerr, William O., Jr., *Philosophy*; B.A., Saint Bonaventure University; M.A., Antioch University; M.A., State University of New York, Buffalo; Ph.D., State University of New York, Buffalo

Killough, Isabel H., *Spanish*; M.A., Old Dominion University; Lic., University of Seville

King, Barry G., *Economics*; B.B.A., Hardin-Simmons University; M.A., Hardin-Simmons University; Ph.D., Ohio State University

Kissick, Gary R., *English*; B.A., Miami University; M.F.A., University of Iowa

Kist, Blanca M., *Spanish*; B.A., University of Granada

Kitch, Dale, *Computer Studies, Bus. & Mgmt.*; B.S., Georgia Southern University; M.Ed., Georgia Southern University; Ed.D., University of Georgia

Kittelson, Douglas S., *Mathematics*; B.S., University of Wisconsin; M.A., Louisiana State University

Kiwimagi, Roger G., *Computer Studies, Mathematics*; B.S., Dickinson State University; M.A., University of Tennessee, Knoxville; M.S., University of Vermont

Klein, Carole S., *Computer Studies*; B.A., Rutgers University, Newark; Ph.D., University of Cambridge

Knight, Christopher, *Astronomy*; B.Sc., University of Exeter; Ph.D., University of Manchester

Knoche, Walter, *German*; B.A., Marquette University; M.A., Ohio State University; Ph.D., Ohio State University

Koester-Lossack, Angelika C., *Sociology*; Dr.phil., University of Heidelberg

Kovach, Kenneth J., *Bus. & Mgmt.*; B.S., University of Tennessee, Knoxville; M.A., Wayne State University; Ed.D., Nova University

Kozaren, James E., *Bus. & Mgmt.*; B.A., Wayne State University; M.A., University of Utah

Kraus, Elisabeth, *Sociology, Economics*; Diplom. University of Erlangen; Magister, University of Erlangen

Krois-Lindner, Amy E., *German*; Mag.Phil, University of Vienna

Kross, Maria, *English, Speech*; B.S., University of Nebraska, Omaha; M.A., Wright State University

Kuenne, Brunhilde M., *German*; B.A., University of Colorado; M.S., University of Southern California

Kueppers, Eleonore, *English*; B.A., Hollins College; M.A., University of Michigan

Kurmann, Werner G., *German*; Staatsexamen, University of Erlangen

Kurz, Manfred A., *German*; Lehramtspruefung, University of Munich

Kuseski, Richard A., *Astronomy*; B.S., Ohio State University; M.S., Pennsylvania State University; Ph.D., Pennsylvania State University

Ladelfa, Joseph, *Computer Studies*; B.S., St. John Fisher College

Latham, Frank H., *Bus. & Mgmt., Computer Studies*; B.A., University of Cambridge; M.A., University of Cambridge; M.B.A., Cranfield Institute of Technology

Lau, Alan W., *Psychology*; B.A., The American University; M.A., The American University; Ph.D., University of Utah

Lavery, Simon P., *English*; B.A., University of Bristol; P.G.C.E., University of London; Ph.D., University of Cambridge

Learned, John M., *Computer Studies*; B.B.A., University of Massachusetts; M.S., Boston University

Lee, Anna C., *Psychology*; B.A., Emory University; M.S., Florida State University; Ph.D., Adelphi University

Lee, Charleston R., *Bus. & Mgmt.*; B.S., Howard University; M.B.A., University of Connecticut; M.S., Howard University; Ph.D., New York University

Lee, Warren H., *Bus. & Mgmt.*; B.S., State University of New York, Albany; M.A., Central Michigan University

Leinenbach, Guenter, *German*; Staatsexamen, University of the Saar

Leinwohl, Ellen S., *German*; B.A., State University of New York, New Paltz; M.A., Middlebury College

Leitner, Lynda L., *History*; B.A., California State University, Northridge; M.A., California State University, Sacramento

Lemmon, Doug, *Computer Studies*; B.S., Purdue University; M.B.A., Indiana University; M.S., University of Maryland

Leon, Donald E., *Public Administration, Govt. & Pol.*; B.A., University of Maryland; Ph.D., Trinity College, Dublin

Leon, Donna M., *English*; B.A., Caldwell College; M.A., Seton Hall University

Lerner, Bruno, *History, German*; Dr.phil., University of Vienna

Levin, Tobe J., *English*; B.A., Ithaca College; Maitrise, University of Paris; M.A., Cornell University; M.A., New York University in Paris; Ph.D., Cornell University

Lewandowski, Monica A., *Speech*; B.S.W., University of Missouri, St. Louis; M.A., Southern Illinois University, Edwardsville; Ph.D., Indiana University

Liandu, Namasiku D., *Bus. & Mgmt.*; B.Sc., Loughborough University of Technology; Diploma, University of Dundee

Limburg, Walter C., *German*; Staatsexamen, University of Mainz

Lingenfelter, Gabriele J., *Bus. & Mgmt.*; B.S., Cameron University; M.B.A., Northwest Missouri State University

Lohrmann, Daniel J., *Computer Studies*; B.S., Valparaiso University; M.S., Johns Hopkins University

London, Joel R., *Mathematics*; B.A., University of Maryland; M.A., University of Southern California

Loomis, Dewayne, *History*; A.B., Stanford University; M.A., University of California, Santa Barbara

Love, Joy E., *Mathematics*; B.S., East Texas State University; M.S., East Texas State University

Lowry, John R., *Bus. & Mgmt.*; B.S., West Virginia University; M.B.A., University of Pittsburgh; Ph.D., University of Pittsburgh

Lumaghi, Louis F., *History*; B.A., Saint Louis University; Ph.L., Saint Louis University; M.A., Saint Louis University; Ph.D., University of Colorado

Lunt, Steven A., *Economics*; B.S., Kansas State University; M.S., Fort Hays State University

Lustgarten, Henie W., *Bus. & Mgmt.*; B.A., City University of New York, Lehman College; M.U.P., New York University

Lustman, Levi R., *Mathematics*; B.S., Tel Aviv University; M.S., Tel Aviv University; Ph.D., Tel Aviv University

Luti, Elaine, *Psychology*; B.F.A., Massachusetts College of Art; Laurea di Dottore, University of Rome

Lynch, Frank J., *Mathematics*; B.S., United States Military Academy; M.S.E.E., Georgia Institute of Technology; M.S.M., Salve Regina University

MacDonald, Michael D., *English*; B.S., Northern Michigan University; M.A., Northern Michigan University

MacGregor, James W., *English, Speech*; B.S., Columbia College; A.M., Indiana University; M.Ed., Johns Hopkins University

Mackles, Joshua, *Mathematics*; B.A., State University of New York, Binghamton; M.A., University of Wisconsin

MacLean, Roswitha T., *Computer Studies*; B.S., University of Maryland University College; M.S., Boston University

Maddox, Craig L., *Biology*; B.S., Southern Illinois University, Carbondale; M.S., University of Alabama, Birmingham

Magowan, Joy R., *English*; B.S., University of Nebraska; M.A., Arizona State University

Mahanty, Aroop, *Bus. & Mgmt., Economics*; B.A., University of Wyoming; M.A., Colorado State University; Ph.D., Colorado State University

Mainka, Christina A., *Chemistry, Mathematics*; M.S., University of Heidelberg; Ph.D., University of Heidelberg

Malloy, Edwin A., *Computer Studies*; B.S., University of Maryland

Mandola, Mary J., *Art History*; B.A., Michigan State University; M.A., Michigan State University

Mann, Robert E., *Bus. & Mgmt.*; B.S., Montana State University; M.Ed., University of Southern California; M.S., Boston University; Ed.D., University of Southern California

Marcantonio, Clement, *Counseling*; M.A., Long Island University; Ed.D., University of Colorado

Marenka, Stephen, Jr., *Bus. & Mgmt.*; B.S., University of Maryland; M.B.A., St. Mary's University

Markusfeld, Stephan M., *Speech*; B.F.A., University of New Mexico; Diploma, University of Vienna; M.F.A., Brandeis University

Marotta, Samuel A., *History*; B.A., Loyola University of Chicago; Ph.L., Loyola University of Chicago; M.A., Loyola University of Chicago; Cand.Phil., University of Michigan

Martin, Carroll Q., *German*; B.A., Hendrix College; M.A., University of Arkansas

Martin, Michele L., *Bus. & Mgmt.*; B.A., California State University, Sacramento; M.B.A., National University

Maselli, Felice, *Italian*; Laurea, University of Bari

Mason, Michael J., *Mathematics, Biology*; B.S., United States Air Force Academy; M.S., Colorado State University

Matheny, Timothy D., *Bus. & Mgmt.*; B.A., University of Texas, Arlington; J.D., University of Tulsa

Matthews, George E., *English*; M.A., School for International Training

Matthews, Jeffry, *English, Music*; B.A., University of Maryland; M.A., University of Hawaii

Mauldin, Jean K., *English, Speech*; B.A., Texas A & I University; M.A., Texas A & I University

Maurer, Michael, *Bus. & Mgmt.*; B.A., Sangamon State University; M.B.A., University of Illinois, Urbana-Champaign

Mayers, Barbara, *English*; B.A., Glassboro State College; M.A., Georgia State University

McAinsh, Aileen M., *Biology*; B.S., University of Glasgow; Ph.D., University of London

McAlister, Anne V., *History*; B.A., University of New York, Regents College; M.A., University of Colorado, Denver

McArthur, Sandy L., *Mathematics*; B.S., University of Puget Sound; M.A., University of Washington

McCarthy, Kevin R., *Psychology*; Dr.phil., University of Salzburg

McCord, Mark C., *Bus. & Mgmt.*; B.S., University of Maryland; M.S., East Texas State University

McDonald, Steven S., *English*; B.A., Brigham Young University; Diplom., University of Heidelberg

McDonald, Susan M., *Psychology*; B.A., University of Michigan, Ann Arbor; M.A., University of Michigan, Ann Arbor; Ph.D., University of Michigan, Ann Arbor

McHan, Jane, *Psychology*; B.S.N., University of Tennessee; M.P.H., Harvard University; M.S., Memphis State University; Ph.D., Tulane University

McKay, Anne, *English*; B.A., McMaster University; M.A., McMaster University

McMahon, George I., *History, Govt. & Pol.*; B.A., Monmouth College; B.A., University of North Carolina; B.Litt., University of Oxford; M.A., University of North Carolina; Ph.D., University of Birmingham

McMahon, William E., *Philosophy*; B.A., Saint Louis University; Ph.L., Saint Louis University; M.A., Saint Louis University; Dr.phil., University of Innsbruck

McMinn, John P., *Mathematics*; B.S., Bucknell University; M.S., Tulane University; Dr.rer.nat., University of Cologne

McNabb, David E., *Bus. & Mgmt.*; B.A., California State University, Fullerton; M.A., University of Washington; Ph.D., Oregon State University

Meehan, Kathy L., *Psychology*; B.S., University of Rochester; M.S., University of Rochester

Mehic, Nedzad, *Computer Studies*; M.S., University of California, Los Angeles; Ph.D., University of Zagreb

Meinke, John G., *Mathematics*; B.A., State University of New York, Buffalo; Ed.M., State University of New York, Buffalo; M.A.T., University of Montana; M.S., Illinois Institute of Technology

Meldrim, Harmon, *Sociology, Psychology*; B.A., State University of New York College, Potsdam; M.Ed., St. Lawrence University; M.S., Saint Louis University

Melley, Christopher D., *English, Philosophy*; B.A., Marist College; M.A., Columbia University; Dr.phil., University of the Saar

Meneses, George H., *English, Portuguese*; B.A., California State University, Stanislaus; M.A., University of California, Davis

Mikkelsen, Hugh M., *English*; B.A., University of Colorado; M.A., University of Colorado; Ph.D., University of Colorado

Milano, Enzo, *Italian*; Laurea, Oriental Institute, Naples

Millington, Walter S., *Bus. & Mgmt.*; B.A., University of Oklahoma; M.B.A., Syracuse University

Milner, Don R., *Speech*; B.S., Brigham Young University; Ed.D., University of Arizona

Minunno, Saverio, *Italian*; Laurea, University of Siena

Mirczak, Thomas, *Bus. & Mgmt.*; B.Sc., United States Air Force Academy; M.Sc., University of California, Los Angeles; J.D., University of the Pacific

Monteleone, Emanuela, *Italian*; Laurea, Oriental Institute, Naples

Moore, James E., *English*; B.A., University of North Carolina; M.S., University of North Carolina

Moore, Margaret A., *Psychology*; B.A., Wake Forest University; M.A., Wake Forest University; Ph.D., University of Florida

Morgan, William R., *Bus. & Mgmt.*; B.S., Fresno City College; M.B.A., University of California, Los Angeles

Morris, Henry T., *Mathematics*; B.S., University of Maryland; M.S., University of Texas, San Antonio

Morris, Patricia W., *Geology*; B.A., Western Connecticut State University; M.S., University of Texas

Morro, Maryalice, *Biology*; B.S.N., Villanova University; M.S.N., Catholic University of America

Mortlock, Becky H., *Chemistry*; B.S., University of Florida; M.S., University of California, Berkeley

Moss, James, *English, Philosophy*; A.B., College of William and Mary; M.A., St. John's College

Mugno, Rossella, *Italian*; Laurea di Dottore, University of Catania

Murphy, David K., *Computer Studies, Chemistry*; B.S., University of California, Berkeley; M.A., University of California, Santa Barbara; M.S., University of California, Santa Barbara

Murphy, Kevin M., *English*; B.A., Florida State University; M.A., Florida State University; Ph.D., Florida State University

Muscinielli, Aliero, *Italian*; Laurea, University of Perugia

Naas, Joseph W., *English, Speech*; B.S., University of Kansas; M.A., University of Kansas; J.D., University of Kansas

Navarra, James C., *Mathematics*; B.S., United States Air Force Academy; M.S., University of California, Los Angeles

Neblett, George C., *Govt. & Pol., Economics*; B.A., Arizona State University; M.A., Arizona State University; Dr.phil., University of Wuerzburg

Newkirk, Charles R., *Govt. & Pol.*; B.S., United States Naval Academy; M.A., University of Maryland

Newkirk, Maria T., *English, Education*; B.A., California State University, Los Angeles; M.S., University of Southern California

Newman, Andrew J., *History, Govt. & Pol.*; B.A., Dartmouth College; M.A., University of California, Los Angeles; Ph.D., University of California, Los Angeles

Niccoll, Frank C., Jr., *Italian*; B.A., San Francisco State University

Nichols, Adam, *English*; B.A., McGill University; M.A., McGill University

Nolan, John S., *History*; B.A., Centre College; M.A., Tulane University; Ph.D., Tulane University

Novak, Suzette M., *English*; B.S., Bloomsburg University of Pennsylvania; M.A., Bloomsburg University of Pennsylvania

Nucci, Barbara D., *Italian*; B.A., Mount Holyoke College; B.A., University of Maryland; M.Ed., Boston University

Nunnally-Blowe, Deborah, *Psychology*; B.A., University of Massachusetts, Amherst; M.S., University of Massachusetts, Amherst; Ph.D., University of Massachusetts, Amherst

O'Brien, Linda K., *Art History*; Lic., Free University of Brussels

O'Bryant, Janet F., *English*; B.A., Tennessee State University; M.A., Vanderbilt University

Oakcrum, Gloria H., *Bus. & Mgmt.*; B.S., University of Maryland; M.S., Golden Gate University

Oakcrum, Lewis M., *Bus. & Mgmt.*; B.S., University of Maryland; M.S., Golden Gate University

Obermeier, Wolfgang, *Computer Studies*; Diploma, Technical University of Furtwangen

Ochs-Oliver, Diane, *Govt. & Pol.*; B.A., University of Maryland University College; M.A., Boston University

Odom, Kevin, *Information Systems*; B.A., Saint Leo College; M.B.A., Golden Gate University

Ofsowitz, Michael S., *Psychology, Sociology*; B.A., University of North Carolina; M.S., Tulane University

Olila, James H., *Criminology*; B.A., University of Minnesota; M.A., University of Minnesota; LL.D., Erasmus University, Rotterdam

Oliver, David A., *English*; B.A., Louisiana State University; M.A., University of New Orleans

Olsen, Karen Y., *English, Library Skills*; B.A., Stanford University; M.A., University of Chicago; Ph.D., University of Cincinnati

- Orleans-Lindsay, Kofi A.**, *Economics*; B.A., University of Sussex; M.B.A., University of Pennsylvania; Ph.D., Cranfield Institute of Technology
- Owens, Eva W.**, *Biology*; B.S., Augusta College; M.A., Jersey City State College
- Painter, Kerry C.**, *Computer Studies*; B.A., University of Hawaii; M.S., Drexel University; M.S., Drexel University
- Painter, Richard R.**, *Mathematics*; B.S., University of Rhode Island; M.A., University of Arizona; M.Ed., University of Hawaii; Ph.D., University of Southern Mississippi
- Pamplona, Karen L.**, *Spanish*; B.A., University of Minnesota; M.S., Troy State University
- Paton, Wayne C.**, *English*; B.A., Harvard University; M.A., Columbia University
- Paulin, Harvey J.**, *Botany, Biology*; B.S., Southern Connecticut State University; M.S., Southern Connecticut State University
- Payne, Christopher**, *Computer Studies*; B.Sc., University of London; M.Sc., University of Newcastle Upon Tyne; Ph.D., University of Liverpool
- Pepper, Alan S.**, *Bus. & Mgmt.*; B.A., University of Maryland; B.S., University of Illinois; M.S.B.A., Boston University
- Personeus, Mark A.**, *Bus. & Mgmt.*; B.A., University of California, Los Angeles; M.A., University of Southern California; J.D., University of California
- Peters, Michelle L.**, *German*; B.A., Florida State University; M.A., Florida State University
- Peterson, James W.**, *Bus. & Mgmt.*; B.S., Mississippi State University; M.B.A., Golden Gate University
- Phillips, Guler**, *English*; B.A., University of Ankara; M.A., University of Houston; Ph.D., University of Houston
- Phillips, Paul C.**, *History*; B.S., University of Wyoming; M.A., University of Nebraska; Ph.D., University of Hawaii
- Piramuthu, Selwyn**, *Mathematics*; M.S., University of Arizona; Ph.D., University of Illinois, Urbana-Champaign
- Plaisance, Judy M.**, *Psychology*; B.A., Nicholls State University; M.S., Colorado State University; Ph.D., Colorado State University
- Porter, Rick L.**, *Bus. & Mgmt.*; B.S., University of Oregon; J.D., University of Puget Sound
- Potter, George D.**, *Bus. & Mgmt.*; B.A., University of California, San Diego; M.B.A., University of California, Berkeley; D.B.A., Nova University
- Power, Paul W.**, *Counseling*; B.A., Saint Paul's College; M.S., San Diego State University; Sc.D., Boston University
- Powers, Richard J.**, *English*; B.A., Wake Forest University; M.A., New York University
- Price, Lawrence G.**, *Bus. & Mgmt.*; B.A., University of Miami; J.D., University of Miami
- Prossinger, Cynthia R.**, *Art History*; B.A., University of Houston; Ph.D., University of Vienna
- Puffer, Phyllis A.**, *Sociology*; B.A., University of Michigan; M.A., University of Michigan
- Quick, John H.**, *Computer Studies*; B.S., Arizona State University; M.S., University of Southern California
- Quigley, Thomas M.**, *History*; B.S., Saint Louis University; M.A., University of Missouri
- Racker, Warren E.**, *Bus. & Mgmt.*; B.A., Chapman University; M.S.S.M., University of Southern California
- Rader, John G.**, *Govt. & Pol.*; B.A., Missouri Southern State College; B.A., Missouri Southern State College; M.S., Pittsburg State University; Ph.D., University of Kansas
- Rafael, Edgar R.**, *Govt. & Pol.*; Staatsexamen, University of Bucharest; Dr.phil., University of Munich
- Rambow, Andreas**, *Bus. & Mgmt.*; B.S., George Mason University; M.B.A., Marymount University
- Raphael-Hernandez, Heike J.**, *English*; Diplom, University of Heidelberg; M.A., University of Louisville
- Rastetter-Gies, Susan J.**, *German*; B.A., Marygrove College; A.M., University of Michigan; Ph.D., University of Manchester
- Reeves, Betty J.**, *Psychology*; B.A.Ed., Huntingdon College; M.S., University of Central Arkansas; M.A.Ed., University of Central Arkansas
- Reuterman, Francis W.**, *Sociology, Computer Studies*; A.B., Our Lady of the Snows College; B.A., University of Maryland; B.S., University of Maryland; M.S., Saint Louis University
- Revis, Christopher J.**, *Psychology*; B.A., Westminster College; M.A., University of North Dakota; Ph.D., University of Southern Mississippi
- Richards, Stephen E.**, *English, German*; B.A., University of Cambridge; M.A., Cornell University; M.A., University of Cambridge; Ph.D., Cornell University
- Richardson, Phillip**, *Bus. & Mgmt.*; B.S., United States Air Force Academy; M.A., University of Hawaii; M.B.A., University of Arizona
- Riggs, John**, *Bus. & Mgmt., Govt. & Pol.*; B.A., University of Cincinnati; M.A., University of Cincinnati; Ph.D., University of Cincinnati
- Ritterbusch, June M.**, *Economics*; B.A., Boston University; M.A., Boston University
- Rizzo, Maria**, *Economics*; Laurea, University of Naples
- Roane, Warren M.**, *Mathematics*; B.S., Abilene Christian University; B.S., Abilene Christian University; M.A., Abilene Christian University; Ph.D., University of Texas, Austin
- Roberts, Richard M.**, *Psychology*; B.A., University of Maryland; M.A., Connecticut College; Ph.D., Memphis State University
- Robison, Richard D.**, *Portuguese, Spanish*; B.A., Johnson Bible College; M.A., University of Texas, Austin
- Rogers, Howard A.**, *History*; B.Sc., Columbia University; M.A., Columbia University; Ph.D., University of Southern California
- Roosens, Paul A.**, *Economics*; Ph.D., Erasmus University, Rotterdam
- Roper, Harold E.**, *Bus. & Mgmt.*; B.A., Arizona State University; M.S., Dominican College of San Rafael; Ph.D., United States International University
- Rose, Paul J.**, *Govt. & Pol.*; B.A., University of Maryland; M.A., University of Arkansas; M.S., Troy State University; D.E.A., University of Paris
- Ross, Christopher**, *Biology*; Diploma, Caulfield Institute of Technology; M.D., University of Wuerzburg
- Ross, Gary J.**, *Computer Studies*; B.B.A., Eastern Michigan University; M.B.A., University of Michigan; M.S., American Technical Institute
- Rossan, Owen M.**, *Sociology*; B.S., Illinois Institute of Technology; M.A., University of Michigan
- Rottman, Theresa R.**, *Psychology*; B.A., Colorado State University; M.S., Texas Christian University; Ph.D., Texas Christian University
- Rugg, Gerald D.**, *Computer Studies*; M.S., Boston University
- Ruiz-Canavate, Antonio**, *Oceanography*; M.S., Naval Postgraduate School; Ph.D., Naval Postgraduate School
- Russell, David J.**, *Biology*; Diplom, University of Heidelberg
- Russell, John**, *Govt. & Pol.*; B.Sc., University of Surrey; Ph.D., University of Birmingham
- Russo, Roberto**, *Mathematics*; Laurea di Dottore, University of Naples
- Ryan, Joseph T.**, *Computer Studies*; A.B., Case Western Reserve University; M.A., The American University; M.S., North Carolina State University; Dr.Eng., Seoul National University
- Rysten, Felix S.**, *English*; B.A., University of Miami; B.S., University of Miami; M.A., University of Miami; Ph.D., University of Southern California
- Saada, Nivan**, *Mathematics*; B.S., American University, Cairo; M.S., University of Maine
- Sadoski, Charles S.**, *Bus. & Mgmt.*; B.S., American International College; M.B.A., University of Massachusetts, Amherst; J.D., Western New England Law School
- Saenz De Santa Maria, Sonsoles**, *Spanish*; M.A., University of Madrid
- Sagnella, Mary Ann T.**, *Italian*; B.A., Connecticut College; M.A., University of Connecticut; Ph.D., University of Connecticut
- Sanchez, Rosa**, *Spanish*; B.Ed., University of Extremadura; Post Graduate Diploma, University of Seville
- Sanders, Julia**, *Spanish*; B.A., University of London
- Sanders, Margaret J.**, *Govt. & Pol.*; B.A., Barnard College; M.S., University of Southern California; Ph.D., New School for Social Research
- Saunders, David J.**, *Mathematics*; B.A., University of West Florida; M.S., Naval Postgraduate School
- Schalich, Arlene H.**, *German*; B.A., Rutgers University; M.A., University of Kansas
- Schlundt, Ronald A.**, *History*; B.A., Valparaiso University; Ph.D., Rice University
- Schmidt-Phillips, Gina M.**, *Computer Studies*; B.A., University of Maryland; B.S., University of Maryland; Ed.M., Boston University
- Schmitt, Linda**, *German*; B.A., University of Wisconsin; M.A., University of Wisconsin
- Schoenewaldt, Pamela J.**, *English*; B.A., Hiram College; M.A., University of Pennsylvania; M.F.A., Temple University

Schroeder, Ted, *Psychology, Biology*: B.S., United States Air Force Academy; M.S., Colorado State University; Ph.D., Colorado State University

Schulz, Gerhard A., *German*; Dr.phil., Technical University of Frankfurt

Schumaker, Richard, *Philosophy, English*: B.A., University of California, Berkeley; Diploma, University of Paris, Sorbonne; Lic., University of Paris, Sorbonne

Schupper, Fabian X., *Psychology*: B.A., New York University; M.A., University of Connecticut; Ph.D., University of Connecticut

Schwarzkopf, Hartmut H., *Bus. & Mgmt.*: B.A., Wagner College; Dr.Jur., University of Heidelberg; J.D., New England School of Law

Scoles, James M., *Govt. & Pol.*: B.A., Ohio University; M.A., University of Washington

Scott, Robert V., *Mathematics*: B.S., South Carolina State College; M.S., Arizona State University

Seminara, Lella, *Italian*: Laurea, University of Catania

Sepanski, Stephen J., *Bus. & Mgmt.*: B.A., City College of New York; M.S.B.A., Boston University

Sepe, Joseph, *Biology*: B.S., Elmira College; M.D., University of Naples

Sepeda, Toni E., *English*: B.A., University of West Florida; M.A., University of West Florida; Ph.D., University of Reading

Shapiro, Joseph B., *Psychology*: B.S., Rensselaer Polytechnic Institute; M.A.E., Ball State University; M.S., Rensselaer Polytechnic Institute; Ed.D., Ball State University

Sharratt, Sara, *Psychology*: B.A., George Washington University; M.A., George Washington University; Ph.D., Southern Illinois University

Shealy, Craig N., *Psychology*: B.S., Southwest Missouri State University; M.A., Hollins College; Ph.D., Auburn University

Sheriff, Chris A., *Computer Studies*: B.S., University of Pittsburgh; M.B.A., Ball State University

Sherman, Robin L., *Speech*: B.S., University of Florida; M.A., University of West Florida

Shiere, Lauralee, *Library Skills*: B.A., University of New Hampshire; M.L.S., University of Rhode Island

Silva, Fatima, *Computer Studies*: B.A., State University of New York; M.A., University of Fortaleza

Sirimanne, Quintus F., *Mathematics*: B.Sc., Hatfield Polytechnic

Slane, Dorothy A., *History, Anthropology*: A.B., Bryn Mawr College; M.A., Bryn Mawr College; M.A., Texas A & M University; Ph.D., Bryn Mawr College

Smith, Herbert O., *English*: B.A., San Francisco State University; M.A., San Francisco State University

Smith, Maggie, *Bus. & Mgmt.*: B.S., Northeastern University; M.B.A., University of Miami

Smith, Robert A., *Computer Studies*: B.S., Southern Illinois University, Carbondale; M.A., Webster University

Smithwick, John T., *Computer Studies*: B.S., University of Maryland; M.S., Troy State University

Snow, Cheryl, *Bus. & Mgmt., Computer Studies*: B.A., Saint Leo College; M.B.A., University of Baltimore

Sokolowski, Denise G., *Library Skills*: B.A., California State College, Stanislaus; M.L.I.S., University of California, Berkeley

Sorensen, Robert P., *Mathematics*: B.S., University of Utah; M.B.A., University of Utah; M.S., University of Utah

Souverein, Ronald F., *Mathematics*: B.Sc., University of Amsterdam; M.S., University of Amsterdam

Spataro, Giovanna, *Bus. & Mgmt.*: M.A., University of Pisa

Speck, Elizabeth H., *Mathematics*: B.S., State University of New York, Buffalo

Speegle, John D., *Mathematics*: B.S., University of Alabama, Birmingham; M.S., University of Miami

Spiezia, Antonio, *Italian*: B.A., University of California, Berkeley; Laurea, Oriental Institute, Naples; M.A., Middlebury College

Sprott, Lynn M., *Psychology*: B.A., University of North Carolina, Chapel Hill; M.A., University of Maryland

Squillaci, Salvatore, *Sociology*: Laurea, University of Catania

Standen-Raz, Ita, *Education, Psychology*: M.A., University of Oxford; M.Ed., University of Sussex; M.Sc., Vanderbilt University; D.Phil., University of Sussex

Stanton, Nile, *History*: B.S., Ball State University; M.A., Ball State University; J.D., Indiana University

Stein, William R., *English*: A.B., Saint Joseph's University; Lic., University of Strasbourg

Stelter, Elaine L., *Music*: B.M.E., Lindenwood College; Magister, University of Heidelberg

Stephens, Davey L., *Speech, Sociology*: B.A., University of Oklahoma; M.A., University of Oklahoma; Ph.D., University of Oklahoma

Stephens, Phillip G., *History*: B.A., University of Naples; M.A., State University of New York, Albany

Sternberger, Lee G., *Psychology*: B.A., University of Missouri; M.S., Washington State University; Ph.D., Washington State University

Stevens, Christian D., *English*: B.A., College of Great Falls; M.A., University of Edinburgh; D.A., University of Oregon

Stevens, Faith W., *Bus. & Mgmt., Computer Studies*: B.S., University of Maryland Eastern Shore; M.S., Columbia University

Stevenson, Francis L., *Bus. & Mgmt.*: B.A., North Central College; B.S., Southern Illinois University, Carbondale; M.B.A., Southern Illinois University, Carbondale; Ph.D., University of Oregon

Stewart, James J., *Computer Studies, Bus. & Mgmt.*: B.S., United States Military Academy; M.S., The American University; M.S.E.E., Naval Postgraduate School; Sc.D., George Washington University

Stewart, William G., *Bus. & Mgmt.*: B.A., Brigham Young University; M.B.A., University of South Dakota

Stimson, Arthur H., *Govt. & Pol.*: B.S., United States Merchant Marine Academy; M.A., Boston University

Stokes, Anthony K., *Mathematics*: B.A., University of Oxford; P.G.C.E., University of Nottingham

Strawn, Dale H., *Mathematics*: B.S., North Carolina State University; M.A.P.A., University of Oklahoma

Stugard, Howard E., *Computer Studies*: B.S., University of Maryland; M.S.B.A., Boston University

Sullivan, Paul E., *Education*: B.A., University of West Florida; M.A., University of Rhode Island

Sullivan, Susan W., *Speech*: B.A., University of Kentucky; M.A., University of Kentucky

Tamersoy, Mahmut, *Computer Studies*: B.S., Middle East Technical University; M.S., Middle East Technical University

Tammany, Jane E., *English*: B.S., District of Columbia Teachers College; M.A., Catholic University of America; Ph.D., University of Wisconsin

Tannahill, Samuel C., *Computer Studies*: B.A., Royal College; M.Sc., University of London

Tate, Eugene D., *Bus. & Mgmt.*: B.A., Hamline University; M.A., Northwestern University; Ph.D., Michigan State University

Taubitz, Ronald M., *English*: B.A., Arizona State University; M.A., Arizona State University; Ph.D., Arizona State University

Taylor, Harold G., *Economics*: B.A., Bristol University; Certificate, University of Birmingham

Tenney, William S., *Mathematics*: A.B., Kenyon College; M.S., University of North Carolina, Chapel Hill

Terrell, Emma B., *Education*: B.A., North Carolina Central University; M.A., Rider College

Tevis-Noelting, Deborah D., *Bus. & Mgmt.*: B.S., Northern Arizona University; M.B.A., Northern Arizona University; J.D., University of Arizona

Thiriot, David C., *Mathematics*: B.S.E.E., Brigham Young University; M.E.E., Brigham Young University; M.S.B.A., Boston University

Thor, Jonas, *Icelandic*: B.A., University of Iceland; M.A., University of Manitoba

Thurston, Allen, *Biology*: B.Sc., University of Wales; Ph.D., University of Dundee

Tomin, Sandor, *Hungarian*: M.A., Trinity College

Traendly, Jayne E., *English*: B.A., University of California, Berkeley; M.A., San Diego State University

Traunsteiner, Albert G., *German*: B.A., University of Pittsburgh

Trost, Horst E., *German*: M.A., University of Trier

Trostmann, Manfred, *Computer Studies*: Diplom, Rhenish-Westphalian Technical University; Staatl. Pruefung, State Engineering School, Cologne

Trousdell, Elizabeth, *Govt. & Pol.*: A.B., Indiana University; M.A., Indiana University; M.P.A., Indiana University; Ph.D., Indiana University

Tulloss, Thomas C., *History, English*: B.A., Yale University; M.A., University of Maryland; Ph.D., University of Maryland

Twitchell, Archie J., *Govt. & Pol.;* B.A., Colby College; M.P.A., University of Colorado, Denver; D.P.A., University of Southern California

Ulrich, Walter K., *Mathematics;* B.S., State University of New York, Plattsburgh; M.S., State University of New York, Plattsburgh

Ulsch, Francis C., *Philosophy;* B.A., University of Maine; M.Div., Bangor Theological Seminary

Underwood, Catherine S., *Mathematics;* B.A., University of South Florida; M.A., University of South Florida; M.S., Virginia Polytechnic Institute

Urban, Danny D., *Eus. & Mgmt.;* B.S.B.A., Madonna University; M.A., Central Michigan University

Vachino, Rinaldo, *Computer Studies;* B.S., New Jersey Institute of Technology; M.S., Air Force Institute of Technology; Ph.D., University of Michigan

Van Dyke, Thomas J., *Mathematics;* B.S.E., Arizona State University; M.S., Troy State University

Van Ingen, Mary-Jo, *English;* B.A., Radcliffe College; Dr.phil., University of Heidelberg

Van Sant, Thomas A., *Computer Studies;* B.A., St. John's College; B.E.S., Johns Hopkins University; M.S., Naval Postgraduate School

Vanderborght-Elbl, Alena, *Botany;* B.S., University of Maryland; M.S., University of Maryland; Ph.D., University of Maryland

Vas Dias, Robert, *English;* B.A., Grinnell College; M.A., Columbia University

Vaughn, Michael S., *Psychology;* B.S., Juniata College; M.S.W., University of Hawaii

Veldhuyzen, Anette H., *English;* B.Litt, University of Virginia; M.A., George Mason University

Vergara, Charles J., *English;* B.A., University of Notre Dame; M.A., New York University

Vergara, Ruth, *German;* Certificate, University of Paris, Sorbonne; Diploma, Foreign Language Institute

Von Bachhaus, Anton L., *Mathematics;* B.S., University of Alabama; M.A., University of Alabama; Ed.S., University of Alabama; Ph.D., University of Alabama

von der Gruen, Wolfgang O., *Psychology;* B.G.S., Chaminade University of Honolulu; M.S., Virginia State University; Ph.D., Virginia Commonwealth University

Von Laufenberg, Georg, *History, German;* Staatl. Pruefung, Rhenish-Westphalian Technical University

Von Wellnitz, Marcus T., *German, History;* B.A., Brigham Young University; M.A., Brigham Young University

Wagener, Mary L., *History;* B.A., Marymount College; M.A., Ohio State University; Ph.D., Ohio State University

Wagner, Jeffrey M., *Economics;* A.B., University of Missouri; M.A., University of Illinois, Urbana-Champaign

Wagoner, Heather T., *Speech, Psychology;* B.A., Loyola University; M.S., Troy State University

Waldman, Richard J., *Govt. & Pol.;* A.B., Columbia University; M.A., The American University; M.S., George Washington University

Wallace, Stephen O., *Philosophy;* B.A., Hardin-Simmons University; M.Div., Southwestern Baptist Theological Seminary

Walsh, Shelley L., *Mathematics;* B.A., University of California, Irvine; M.A., University of California, Berkeley; M.A., University of California, Irvine; Ph.D., University of California, Berkeley

Wandasiewicz, Stefania, *Mathematics;* M.A., Adam Mickiewicz University; M.A., University of Essex; Ph.D., University of Essex

Ward, David B., *Computer Studies;* B.S., University of Maryland University College; M.S.C.I.S., Boston University

Ward, John F., *Bus. & Mgmt.;* B.A., Cornell University; J.D., University of Illinois

Warren, Martin K., *Computer Studies;* B.Sc., Cranfield Institute of Technology; M.Sc., Cranfield Institute of Technology

Watkins, Roy, *English;* B.A., University of Hull; M.F.A., Columbia University

Watson, Sherman E., *Bus. & Mgmt.;* B.S., Cameron University; M.B.A., University of Oklahoma; M.S., University of Southern California

Weadon, Mark P., *Computer Studies;* B.A., Cornell University; M.A., University of Michigan; M.S., Pennsylvania State University; Ph.D., University of Michigan, Ann Arbor

Webb, Ronald G., *Sociology;* B.A., University of Hawaii; M.A., University of California, Los Angeles; Ph.D., University of California, Los Angeles

Wegner, Eric J., *German;* M.A., University of Oregon

Weiss, Therese B., *History;* B.A., University of Illinois; M.A., University of Illinois; Ph.D., University of Illinois

Weitzman, Phillip M., *Economics, Bus. & Mgmt.;* B.A., Tulane University; M.A., University of Michigan; J.D., Fordham University; Ph.D., University of Michigan

Wendelburg, George, *Bus. & Mgmt.;* B.S., University of Delaware; M.B.A., Temple University

Wenzel, Loren A., *Management Studies;* B.S., Mankato State University; M.B.A., Mankato State University; D.B.A., Memphis State University

Westheimer, Patricia H., *English, Education;* B.A., Goucher College; M.A., United States International University

Wherry, Maryan E., *English;* B.S., Illinois State University; M.A., Illinois State University; M.S., Illinois State University

White, Nathan A., *Computer Studies;* B.S., University of Maryland; M.B.A., St. Mary's University

Wieschhoff, Kenneth H., *Bus. & Mgmt., Govt. & Pol.;* B.S., Cornell University; M.A., Boston University; M.S., George Washington University; Ph.D., University of Essex

Wiggin, Bethany, *German;* B.A., Swarthmore College; M.A., University of Minnesota

Wiley, Stefania G., *Italian;* Laurea, University of Urbino

Williams, Ronald L., *Mathematics;* B.S., University of Louisville; M.S., Air Force Institute of Technology

Williamson, Michael J., *Mathematics;* B.S., University of Massachusetts; M.S., University of Lowell

Willis, Peter G., *Geography, Philosophy;* B.Sc., University of Sydney; M.Phil., University of Cambridge; Ph.D., University of Cambridge

Wilson, George, *Geology;* B.Sc., University of Wales; M.Sc., University of Leeds; Ph.D., University of Bath

Wilson, Samuel P., *History;* B.A., Baylor University; M.A., Southwest Texas State University; Ph.D., University of North Texas

Wilson, William A., *Music;* B.S., University of Alabama; M.A., University of Alabama

Wise, William A., *Govt. & Pol.;* B.S., University of Nebraska; M.A.P.A., University of Oklahoma

Wissel, James J., *Computer Studies;* B.A., University of Maryland; B.S., University of Maryland; M.B.A., University of Pittsburgh

Wiswell, Grant A., *Computer Studies;* B.A., Stanford University; M.A., University of London

Witkin-Weinstein, Lynn, *Psychology;* B.S., Pennsylvania State University; M.S., Syracuse University; Ph.D., Syracuse University

Woda, Barbara S., *German;* B.A., Manhattan College

Wolfinger, Carol A., *Computer Studies;* M.S., Naval Postgraduate School

Wolford, Thomas L., *Bus. & Mgmt.;* B.S., University of Maryland; M.S., University of Southern California

Worthington, Lucia A., *Bus. & Mgmt.;* B.A., California Polytechnic University; B.A., California Polytechnic University; M.A., Claremont Graduate School

Wray, Nada S., *Mathematics;* B.S., Oklahoma State University; M.S., Oklahoma State University

Wright, Ben A., *English;* A.B., University of Pennsylvania; M.A., University of California, San Diego

Wright, Derrick F., *Sociology;* M.A., University of Aberdeen; Ph.D., University of Aberdeen

Yankee, Ellen T., *Psychology;* B.A., University of Tennessee, Knoxville; M.S.W., University of Hawaii; Ph.D., Columbia College

Zadeh, Jeff, *Mathematics;* B.S., Rasht College of Business; M.S., Western Illinois University; Ph.D., Illinois Institute of Technology

Zander, Michele, *French;* B.A., University of Western Brittany Brest; M.A., University of Western Brittany Brest

Zietoon, Raeda M., *English;* B.A., University of Akron; M.A., University of Akron

Zimmermann, Inge M., *German;* M.A., University of Kansas; M.Phil., University of Kansas; Ph.D., University of Kansas

Zitt, Thomas J., *English, History;* B.S., Ohio University; M.A., University of Wyoming; Ph.D., Bowling Green State University

Zuern, Linda-Maria M., *German;* M.A., University of Wuerzburg

Zwink, Monika, *Speech, Sociology;* B.A., Metropolitan State College of Denver; M.A., University of Colorado; Ph.D., University of Colorado

Zyznewski, Alexander, *German;* B.A., Syracuse University; M.A., Middlebury College; Ph.D., Ukrainian Free University

APPENDIX

European Division Faculty, Staff and Student Responsibilities Regarding Drug and Alcohol Abuse

University of Maryland University College (UMUC) complies with all federal and military ordinances that regulate or prohibit the possession, use or distribution of alcohol or illicit drugs. Violations of such laws which come to the attention of UMUC officials will be addressed through UMUC procedures, and offenders may be subject to prosecution in the courts or through military authorities on base.

All UMUC full-time, part-time, and temporary faculty, staff, students and employees (collectively, faculty/staff/students) are hereby notified of the following, which apply to all activities conducted on UMUC premises and to all other activities sponsored by UMUC.

Standards of Conduct

All UMUC faculty/staff/students are prohibited by UMUC policy from unlawfully possessing, using, manufacturing, distributing or dispensing alcohol or any controlled substance on UMUC premises or at UMUC-sponsored activities.

UMUC expects all faculty/staff/students to comply with all applicable federal and military laws and regulations pertaining to possession, use, manufacture, distribution, or dispensation of alcohol and/or controlled substances.

All faculty and staff must report to work in a fit condition, and not under the influence of alcohol or any illicit drug. All faculty and staff must cooperate fully with law enforcement authorities in the investigation and prosecution of illegal drug or alcohol abuse.

Applicable Legal Sanctions

Federal Law

Federal drug trafficking penalties for substances covered by the Controlled Substances Act (21 U.S.C. § 811 et. seq.) are described in the chart which follows. This information is subject to amendment.

Under federal law, 21 U.S.C.A. §§ 844 to 860 (1990), it is unlawful to possess any controlled substance, including marijuana, cocaine, and heroin, for any illegal purpose. The penalty for a first conviction of possession is a fine of \$1,000 and/or imprisonment for up to one year; the penalty for a second conviction is a minimum fine of \$2,500 and/or imprisonment for 15 days to two years; the penalty for a third or subsequent conviction is a minimum fine of \$5,000 and/or 90 days to 3 years imprisonment. If these convictions involve crack, the penalties may increase. Additionally, any person who violates this law may be liable to the federal government for additional civil penalties.

Under 21 U.S.C. § 841 it is unlawful to manufacture, distribute, or possess with the intent to manufacture or distribute a controlled substance. Penalties for these offenses range from imprisonment for 3 years to life, capital punishment in some circumstances, and/or fines ranging from \$100,000 to

\$4,000,000. The severity of the penalty imposed depends on the amount and type of controlled substance involved. In addition, under 21 U.S.C. § 860, committing one of the foregoing offenses within 1000 feet of a school, including a university, subjects the offender to twice the maximum available penalties and harsher sentencing restrictions. Persons convicted of illegal possession of a controlled substance are ineligible to receive or purchase a firearm under 18 U.S.C. 92(g) and, under 21 U.S.C. § 862, can be denied federal benefits, such as student loans, grants, contracts, and professional licenses for up to five years for a first offense and for up to ten years for a second offense and permanently upon subsequent offenses. Conviction of illegal possession of a controlled substance can also result in the revocation of certain federal licenses and benefits, such as pilot licenses, and public housing.

UMUC Sanctions

Any student who violates any of the applicable standards of conduct is subject to corrective disciplinary actions and penalties, including possible expulsion from UMUC academic programs, and referral to the appropriate federal and/or military authorities for prosecution. Further information is included in the Code of Student Conduct.

Any employee who violates any of the applicable standards of conduct is subject to corrective disciplinary actions and penalties up to and including termination of employment with UMUC and referral to the appropriate federal and/or military authorities for prosecution.

Health Risk

Substance abuse is now recognized as the number one public health problem in the United States. Approximately 30% of all persons admitted to general hospitals and 50% of those admitted to psychiatric hospitals have detectable substance abuse. Substance abuse accounts for approximately 150,000 deaths annually. This includes deaths from stroke, diseases of the heart and liver, and all alcohol and drug related suicides, homicides and accidents. Early detection can minimize or prevent the devastating consequences of substance abuse.

Possible effects of the use of narcotics (including opium, morphine, codeine, heroin, hydromorphone, meperidine [pethidine], and methadone) include euphoria, drowsiness, respiratory depression, constricted pupils and nausea. Effects of an overdose include slow and shallow breathing, clammy skin, convulsions, coma and possible death. Withdrawal symptoms include watery eyes, runny nose, yawning, loss of appetite, irritability, tremors, panic, cramps, nausea, chills and sweating.

Possible effects of the use of depressants (including chloral hydrate, barbiturates, benzodiazepines, methaqualone, and glutethimide) include slurred speech, disorientation and drunken behavior. Effects of overdose include shallow respiration, clammy skin, dilated pupils, weak and rapid pulse, coma and possible death. Withdrawal symptoms include anxiety, insomnia, tremors, delirium, convulsions and possible death.

Possible effects of the use of stimulants (including cocaine, amphetamines, phenmetrazine and methylphenidate) include increased pulse rate and blood pressure, insomnia and loss of

appetite. Effects of overdose include agitation, increase in body temperature, hallucinations, convulsions and possible death. Withdrawal symptoms include apathy, long periods of sleep, irritability, depression and disorientation.

Possible effects of the use of hallucinogens (including LSD, mescaline and peyote, amphetamine variants, phencyclidine and phencyclidine analogues) include illusions, hallucinations, and poor perception of time and distance. Effects of overdose include longer and more intense trip episodes, psychosis and possible death.

Possible effects of the use of cannabis (including marijuana, tetrahydrocannabinol, hashish and hashish oil) include euphoria, relaxed inhibitions, increased appetite and disoriented behavior. Effects of overdose include fatigue, paranoia and possible psychosis. Withdrawal symptoms include insomnia, hyperactivity and (occasionally) decreased appetite.

Alcohol consumption causes a number of marked changes in behavior. Even low doses significantly impair the judgment and coordination required to drive a car safely, increasing the likelihood that the driver will be involved in an accident. Low to moderate doses of alcohol also increase the incidence of a variety of aggressive acts, including spouse and child abuse. Moderate to high doses of alcohol cause marked impairments in higher mental functions, severely altering a person's ability to learn and remember information. Very high doses cause respiratory depression and death. If combined with other depressants of the central nervous system, much lower doses of alcohol will produce the effects just described.

Repeated use of alcohol can lead to dependence. Sudden cessation of alcohol intake is likely to produce withdrawal symptoms, including severe anxiety, tremors, hallucinations and convulsions. Alcohol withdrawal can be life-threatening. Long-term consumption of large quantities of alcohol, particularly when combined with poor nutrition, can also lead to permanent damage to vital organs such as the brain and liver.

Women who drink alcohol during pregnancy may give birth to infants with fetal alcohol syndrome. These infants have irreversible physical abnormalities and mental retardation. In addition, research indicates that children of alcoholic parents are at greater risk than other children of becoming alcoholics.

Resources for Education, Consultation, and Counseling

UMUC faculty/staff/students are members of the U.S. military community overseas. They have available to them the extensive counseling and medical facilities on U.S. overseas bases. These facilities are well-equipped to help people who are experiencing problems stemming from personal and medical difficulties, including drug and alcohol abuse. Where practicable, these programs were designed to be used as an alternative to disciplinary procedures. UMUC encourages its faculty/staff/students to seek assistance from the appropriate agencies on military bases.

Federal Trafficking Penalties

CSA	PENALTY		Quantity	DRUG	Quantity	PENALTY				
	2nd Offense	1st Offense				1st Offense	2nd Offense			
I and II	Not less than 10 years. Not more than life. If death or serious injury, not less than life. Fine of not more than \$4 million individual, \$10 million other than individual.	Not less than 5 years. Not more than 40 years. If death or serious injury, not less than 20 years. Not more than life. Fine of not more than \$2 million individual, \$5 million other than individual.	{ 10-99 gm or 100-999 gm mixture }	METHAMPHETAMINE	{ 1 gm or more or 1 kg or more mixture }	Not less than 10 years. Not more than life. If death or serious injury, not less than 20 years. Not more than life. Fine of not more than \$4 million individual, \$10 million other than individual.	Not less than 20 years. Not more than life. If death or serious injury, not less than life.			
			{ 100-999 gm mixture }	HEROIN	{ 1 kg or more mixture }					
			{ 500-4,999 gm mixture }	COCAINE	{ 5 kg or more mixture }					
			{ 5-49 gm mixture }	COCAINE BASE	{ 50 mg or more mixture }					
			{ 10-99 gm or 100-999 gm mixture }	PCP	{ 100 gm or more or 1 kg or more mixture }					
			{ 1-10 gm mixture }	LSD	{ 10 gm or more mixture }					
			{ 40-399 gm mixture }	FENTANYL	{ 400 gm or more mixture }					
			{ 10-99 gm mixture }	FENTANYL ANALOGUE	{ 100 gm or more mixture }					
			Drug	Quantity	First Offense			Second Offense		
			Other ²	Any	Not more than 20 years. If death or serious injury, not less than 20 years, not more than life. Fine \$1 million individual. \$5 million not individual.			Not more than 30 years If death or serious injury, life. Fine \$2 million individual. \$10 million not individual.		
	III	All	Any	Not more than 5 years. Fine not more than \$250,000 individual, \$1 million not individual		Not more than 10 years. Fine not more than \$500,000 individual, \$2 million not individual.				
IV	All	Any	Not more than 3 years. Fine not more than \$250,000 individual, \$1 million not individual		Not more than 6 years. Fine not more than \$500,000 individual, \$2 million not individual.					
V	All	Any	Not more than 1 year. Fine not more than \$100,000 individual, \$250,000 not individual.		Not more than 2 years. Fine not more than \$200,000 individual \$500,000 not individual.					

¹ Law as originally enacted states 100 gm. Congress requested to make technical correction to 1 kg. ² Does not include marijuana, hashish, or hash oil. (See separate chart.)

Federal Trafficking Penalties - Marijuana

Quantity	Description	First Offense	Second Offense
1,000 kg or more; or 1,000 or more plants	Marijuana Mixture containing detectable quantity*	Not less than 10 years, not more than life. If death or serious injury, not less than 20 years, not more than life. Fine not more than \$4 million individual, \$10 million other than individual.	Not less than 20 years, not more than life. If death or serious injury, not less than life. Fine not more than \$8 million individual, \$20 million other than individual.
100 kg to 1,000 kg; or 100-999 plants	Marijuana Mixture containing detectable quantity*	Not less than 5 years, not more than 40 years. If death or serious injury, not less than 20 years, not more than life. Fine not more than \$2 million individual, \$5 million other than individual.	Not less than 10 years, not more than life. If death or serious injury, not less than life. Fine not more than \$4 million individual, \$10 million other than individual.
50 to 100 kg	Marijuana	Not more than 20 years. If death or serious injury, not less than 20 years, not more than life. Fine \$1 million individual, \$5 million other than individual.	Not more than 30 years. If death or serious injury, life. Fine \$2 million individual, \$10 million other than individual.
10 to 100 kg	Hashish		
1 to 100 kg	Hashish Oil		
50-99 plants	Marijuana		
Less than 50kg	Marijuana	Not more than 5 years. Fine not more than \$250,000 , \$1 million other than individual.	Not more than 10 years. Fine \$500,000 individual, \$2 million other than individual.
Less than 10kg	Hashish		
Less than 1 kg	Hashish Oil		

*Includes Hashish and Hashish Oil. (Marijuana is a Schedule I Controlled Substance.)

INDEX

- A, Grade of, 17
- Academic:**
- Advisors, 56
 - Average, 18
 - Calendar, Inside Back Cover
 - Dishonesty, 18
 - Policies, 17-18
 - Standards, 17-18
- Accounting, 21, 25, 31
- Administrative Staff:**
- Asian Division, 59
 - Heidelberg Office, 56-57
 - London Office, 57
 - Mannheim Campus, 2, 57
 - University College, 60
 - University of Maryland System, 60
- Admission:**
- Auditor, 4
 - Bootstrap Program, 5
 - Consortium, 4
 - Eligibility, 4
 - High School Seniors, 4-5
 - Regular, 4
 - Requirements, 4
 - Special, 4
 - Student Categories, 4
- Alpha Sigma Lambda, 20
- American College Testing Proficiency Examination Program (ACT/PEP), 13
- Anthropology (ANTH)**, 24, 33
- Appendix 70-72
- Application Fee, 7
- Applying for Financial Aid, 8-10
- Art (ARTH)**, 12, 24, 33-34
- Asian Division, 59
- Associate in Arts Degrees:**
- Accounting, 25
 - British Studies, 26
 - Business and Management, 25
 - Computer Studies, 25-26
 - Foreign Language Area Studies, 26-27
 - General Curriculum, 25
 - General Education Requirements, 24
 - German Studies, 26
 - Greek Studies, 26
 - Italian Studies, 26-27
 - Management Studies, 25
 - Russian Studies, 27
 - Second Associate Degree, 27
 - Spanish Studies, 27
 - Turkish Studies, 27
- Astronomy (ASTR)**, 24, 53
- Attendance, 6
- Audit, 4, 17
- B, Grade of, 17
- Baccalaureate Honors, 20
- Bachelor's Degrees:**
- Accounting, 31
 - Business and Management, 30-31
 - Computer and Information Science, 31
 - Computer Studies, 31
 - General Baccalaureate Requirements, 28-29
 - General Education Requirements, 24
 - Information Systems Management, 31
 - Labor Relations, 31
 - Management, 30
 - Marketing, 31
 - Personnel and Labor Relations, 31
 - Second, 32
- Biology (BIOL)**, 24, 53
- Board of Regents, 60
- Bootstrap Program, 5
- Botany (BOTN)**, 24, 53
- British Studies, 22, 26
- Business and Management (BMGT)**, 21, 25, 30-31, 34-36
- C, Grade of, 17
- Calendar, Inside Back Cover
- Campus, Residential, 57
- Candidates for Graduation, 19
- Cap and Gown Fee, 7
- Certificate:**
- Fee, 7
 - of Completion, 19
 - of Scholarship, 21
- Certificate Programs:**
- Accounting, 21
 - British Studies, 22
 - Business and Management, 21
 - Common Requirements, 21
 - Computer Studies, 21-22
 - Foreign Language Area Studies, 22-23
 - German Studies, 22-23
 - Greek Studies, 23
 - Italian Studies, 23
 - Russian Studies, 23
 - Spanish Studies, 23
 - Turkish Studies, 23
 - Women's Studies, 23
- Certificate of Enrollment, 6
- Change of:**
- Admission Category, 4
 - Grade, 18
 - Name, 16
 - Registration Fee, 7
- Chemistry (CHEM)**, 24, 53
- College Level Examination Program (CLEP), 12-13
- College Park Address, 60
- Commencement Dates, Inside Back Cover
- Communication Skills Courses (COMM)**, 41
- Community College of the Air Force (CCAF), 4, 14
- Computer Applications and Literacy (CAPP)**, 21-22, 25-26, 30, 36-37
- Computer and Information Science (CMIS)**, 21-22, 25, 30-31, 36-38
- Computer Courses, 36-39
- Conference Course, 19
- Contract for Degree, 16
- Correspondence Study Credit, 14
- Course Descriptions, 33-55
- Course Load, 6
- Course Numbering System, 33
- Credit:**
- ACT/PEP, 13
 - Advanced Placement (AP), 13
 - Army Training, 14
 - Civilian Training, 14
 - CLEP, 12-13
 - Community College of the Air Force (CCAF), 14
 - Correspondence, 14
 - DANTES/USAFI Examinations, 13
 - Duplication of Academic Credit, 12-14
 - Examination, 7, 12-13
 - Foreign Language Examination, 13
 - Junior/Community College, 12
 - Limitations, 13
 - Military Occupational Specialty (MOS), 14
 - Military Training, 14
 - Navy Training, 14
 - Resident, 17
 - Service School, 14
 - Technical-Vocational, 12
 - Transfer, 12-15
 - USAFI/DANTES Examinations, 13
- Credit Unit, 17
- Criminology/Criminal Justice (CCJS)**, 39-40
- Cum Laude, 20
- Curriculum Planning Sheets, 15
- D, Grade of, 17
- Deadlines for:**
- Bootstrap Application, 5
 - Diploma Application, 19
- Dean's List, 20
- Debts, 7
- Degree Requirements:**
- Associate in Arts Degrees, 24-27
 - Bachelor's Degrees, 28-32
 - Date, Noncompletion by Expected, 19
- Department of Veterans Affairs, 10-11
- Diagnostic Tests:**
- English, 42
 - Mathematics, 50
- Diploma:**
- Application, 19
 - Application Deadlines, 19
 - Associate's, 19
 - Bachelor's, 19

Fee, 7, 19	German (GERM) , 45	Magna cum Laude, 20
Issuance of, 19	German Studies, 22-23, 26, 45	Make-up Examinations, 6
Directory, 56-60	GI Bill, 11	Management Studies (MGST) , 21, 25, 30, 34-36
Dishonesty, 18	Government and Politics (GVPT) , 24, 47-48	Mannheim Campus, 2, 57
Dismissal, 18	Gown Fee, 7	Marketing, 31, 34
Distance education, 5, 40	Grade, Change of, 18	Mathematics (MATH) and Statistics , 24, 28, 50-51
Dutch (DTCH) , 44-45	Grade Point Average, Computation of, 18	Military Service Schools, 14
Economics (ECON) , 24, 28, 33, 40-41	Grading System, 17	Modern Greek (MGRK) , 46
Education: Counseling and Personnel Services (EDCP) , 41	Graduation:	Music (MUSC) , 24, 51
Education Center Locations:	Certificate of Completion, 19	Name Change, 16
Asian Division, 59	Conference Course, 19	Office of Instructional Development and Evaluation, 2
European Division, 58	Official Transcript, 19	Official Evaluation, 15, 19
Statewide Programs, 60	Review, 19	Official Registration, 6
Electives:	Graduation with Honors, 20	Open University, 51
Associate in Arts Degree, 24-27	Grants:	Parental Loans (PLUS), 10
Bachelor's Degree, 28-32	Federal Pell, 8-9	Pell Grants, 9
Eligibility for Admission, 4	Federal Stafford/Ford Student Loan Program, 9	Perkins Loans, 10
English (ENGL) Communication Skills, Writing and Literature , 24, 41-44	Federal Supplemental Educational Opportunity (SEOG), 9	Personnel/Labor Relations, 31
English proficiency, proof of, 5	Greek, Modern, 46	Phi Alpha Theta, 20
Enrollment, 6	Greek Studies, 23, 26, 46	Phi Kappa Phi, 20
Certificate of, 6	H, Mark of, 17	Philosophy (PHIL) , 24, 52
Entrance Requirements, 4	Heidelberg Office, 57	Physics (PHYS) , 24, 54
Equivalency Credit (CLEP), 12-13	High School Equivalency, 4	Placement Tests:
European Division, 2, 56-58	High School Seniors, 4-5	English, 42
Evaluation, Official, 15	History (HIST) , 24, 28-29, 48-49	Mathematics, 50
Examination:	Honor Societies, 20	Plagiarism, 18
Credit, 7, 12-13	Honors, 20	Policies, 17-18
Fee, 7	Humanities, 12, 24	Politics, 24, 47-48
English Placement, 42	Hungarian (HGRN) , 46	Portuguese (PORT) , 46
Foreign Language, 44	I, Mark of, 17	Primary Area of Specialization (PAS), 28-29
Mathematics Placement, 50	Identification Card, Student, 6	Probation, 18
F, Grade of, 17	Incomplete, 17	Proof of English proficiency, 5
Faculty, European Division, 61-69	Indebtedness, 7	Psychology (PSYC) , 24, 28-29, 52-53
Faculty Loan Library, 6	Information Systems Management (IFSM) , 21, 25-26, 30-31, 36-39	R, Mark of, 17-18
Federal:	Italian (ITAL) , 46	Refunds, 7
Parental Loans (PLUS), 10	Italian Studies, 23, 26-27, 46	Registration:
Pell Grant, 9	Labor Relations, 31	Change Fee, 7
Perkins Loans (NDSL), 10	Language Requirement for B.A. Degrees, 28-29	Late Fee, 7
Stafford/Ford Student Loan Program, 9-10	Late Registration Fee, 7	Procedures, 6
Supplemental Educational Opportunity Grant (SEOG), 9	Library:	Regular Student Category, 4
Fees, 7	Facilities, 6	Repeating a Course, 18
Field Study, 55	Faculty Loan, 6	Resident Credit, 17
Financial Aid, 8-11	Library Skills (LIBS) , 24, 28, 50	Residential Campus, 2, 57
Fine Arts, 12, 24, 33-34	Literature, 24, 43-44	Resource Materials, 6
Foreign Cultures, 55	Loans:	Returned Check Fee, 7
Foreign Language Area Studies, 22-23, 26-27, 44	Federal Parental (PLUS), 10	Review, Graduation, 19
Foreign Language Examinations, 13, 44	Federal Perkins, 10	Russian (RUSS) , 46
French (FREN) , 45	Federal Stafford/Ford Student, 9	Russian Studies, 23, 27, 46
GED Tests, 4	Locations, 56-60	S, Mark of, 17
General Education Requirements (GER), 24	London Office, 57	
Geology (GEOL) , 24, 53-54		

Scholarships, 8	Staff, 56-60	Unit of Credit, 17
Scholastic Honors, 20	Stafford/Ford Loan Program, 9-10	University of Maryland University College, 2, 60
Science (GNSC) , 12, 24, 28, 53-54	Statewide Programs Locations, 60	Asian Division, 2, 59
Second Associate Degree, 27	Statistics, 24, 50	European Division, 1-2, 56-58
Second Bachelor's Degree, 32	Student Identification Card, 6	Graduate School, 2
Secondary Area of Specialization (SAS), 28-29	Student Indebtedness, 7	History and Organization, 2
Seminars, 36-37	Summa cum Laude, 20	Mannheim Campus, 2, 57
SEOG, 9	Supplemental Educational Opportunity Grant (SEOG), 9	Office of Instructional Development and Evaluation, 2
Service School Credit, 14	T, Mark of, 17	Professional and Career Development Programs, 2
Servicemembers Opportunity Colleges (SOC), 16	Term Dates, Back Cover (Inside and Outside)	Special Courses, 55
Sigma Tau Delta, 20	Textbooks, 6	Statewide Undergraduate Programs, 2, 60
Small Business Management (SBUS) , 34	Theater (THET) , 55	University of Maryland System, 2, 60
SOCAD-2/SOCAD-4/SOCNAV-2/SOCNAV-4/SOCMAR-2/SOCMAR-4 Agreements, 16	Transcripts, Academic, 15-16, 19	Board of Regents, 60
Sociology (SOCY) , 24, 28, 54-55	Fees, 7, 16	Officers, 60
Sources of Credit, 12-13, 15	Requests, 16	VEAP, 10-11
Spanish (SPAN) , 47	Transcripts, Financial, 8	Veterans Affairs Department, 10-11
Spanish Studies, 23, 27, 47	Transfer:	Veterans' Educational Benefits, 10-11
Special Student Category, 4	Credit, 12-15	W, Mark of, 17
Special Courses, 55	of Maryland Credit, 15	Withdrawal, 6, 17
Special Topics, 55	of Students, 15-16	Refunds, 7
Speech (SPCH) , 55	Tuition:	Women's Studies (WMST) , 23, 55
	Assistance, 7-11	Writing Courses, 28-29, 41-43
	Fees, 7	X, Mark of, 17
	Refund, 7	Yokota Addresses, 59
	Turkish (TURK) , 47	Zoology (ZOOL) , 24, 54
	Turkish Studies, 23, 27, 47	

Catalog Staff

Editor	Jerry Hotakainen
Cover Design	Achim Ochs
Computer Graphics/Layout	Frank Fisher

Photo Credits

Steve Barrett — cover (bottom)
 Horst Br nler — cover (top left and top right); pages 1, 19
 Jerry Hotakainen — pages 5, 9, 14, 22, 29 (3), 43, 48, 51
 Stephen Holowenzak — pages 27, 32 (2)

On the cover:
Top photos: University of Maryland University College graduates at the 1996 European Division Commencement ceremony in Mannheim, Germany.
Bottom photo: European Division lecturer Thomas Darab (right) confers with student Staff Sergeant Terrance Richards at Tuzla Army Base in Bosnia-Herzegovina.

For Your Notes

ACADEMIC CALENDAR 1996 - 97

AUGUST '96

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

SEPTEMBER '96

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

OCTOBER '96

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

NOVEMBER '96

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

DECEMBER '96

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

JANUARY '97

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

FEBRUARY '97

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

MARCH '97

S	M	T	W	T	F	S
2	3	4	5	6	7	1/8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

APRIL '97

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

MAY '97

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

JUNE '97

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

JULY '97

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

Term 1	Begins	19	August	_____	Ends	11	October 96
Term 2	Begins	28	October	_____	Ends	20	December 96
Term 3	Begins	20	January	_____	Ends	14	March 97
Term 4	Begins	31	March	_____	Ends	23	May 97
Term 5	Begins	9	June	_____	Ends	31	July 97
Commencement	1	June	_____	Registration Weeks			



UNIVERSITY OF MARYLAND
UNIVERSITY COLLEGE
European Division
Unit 29216
APO AE 09102

ACADEMIC CALENDAR

Term 1	19 August 1996	–	11 October 1996
Term 2	28 October 1996	–	20 December 1996
Term 3	20 January 1997	–	14 March 1997
Term 4	31 March 1997	–	23 May 1997
Term 5	9 June 1997	–	31 July 1997
Commencement			1 June 1997